

TOIEKA SIMMONS

CONTACT INFO

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O'Fallon, IL 62269

OBJECTIVE

I am highly motivated and hard-working individual with over five years of experience in healthcare and customer service. I am seeking an entry-level position in a reputable company where I can enhance my skills, gain knowledge, and advance into leadership roles.

SKILLS

- Customer Service
- Direct Patient Care
- Medication Administration
- Medical Terminology
- Communication Skills
- Interpersonal Skills
- Team Work
- Leadership
- Data Entry
- Housekeeping
- Meal Preparation
- Grooming
- Attention to Detail
- Product Knowledge
- Compassion
- Patience
- Microsoft Office
- Computer Literacy
- Vital Signs
- Problem-Solving
- Laundry
- Mobility Assistance

REFERENCES

References are available upon request.

ACADEMIC BACKGROUND

Saint Louis College of Health Careers

Nursing Assistant Certification
Saint Louis, MO
JUN 2016

Hendrickson High School

High School Diploma
Pflugerville, TX
MAY 2013

WORK EXPERIENCE

Certified Nursing Assistant

Bria of Cahokia JAN 2019-PRESENT

As a Certified Nursing Assistant I assist patients with meal preparation, grooming, bathing, mobility assistance, transportation services, checking vital signs, medication administration, daily reporting of behavior and physical appearance, exercising, data entry, and answering general inquires when necessary.

Certified Nursing Assistant

Saint Sophia Nursing Home SEP 2016-DEC 2017

As a Certified Nursing Assistant I assist patients with meal preparation, grooming, bathing, mobility assistance, transportation services, checking vital signs, medication administration, daily reporting of behavior and physical appearance, exercising, data entry, and answering general inquires when necessary.