

# Virginia Sandeffer

Saint Joseph, MO 64504

[virginiasandeffer6\\_8pw@indeedemail.com](mailto:virginiasandeffer6_8pw@indeedemail.com)

+1 816 558 8819

Can also be reached at 8162597941

Authorized to work in the US for any employer

## Work Experience

---

### **CNA/CMA**

Abbey Woods Living and Rehab

December 2019 to Present

Took care of elderly

### **CNA - Certified Nursing Assistant**

LaVerna Village Nursing Home - Saint Joseph, MO

August 2017 to May 2018

I take care of elderly

### **CNA - Certified Nursing Assistant**

Riverside Place, A Diversicare Transitional Care Community - Saint Joseph, MO

March 2015 to September 2015

Responsibilities

took care of elderly

### **cna**

saxtons - Saint Joseph, MO

July 2001 to November 2010

Responsibilities

I took care of the elderly I had to dress them feed them and even had to bath them

Accomplishments

I got my certification for cna

Skills Used

customer service

### **Collector**

sst - Saint Joseph, MO

May 2000 to June 2001

Responsibilities

took inbound and outbound calls about there car loans if they was over due on there account I would call or repoed there car

#### Accomplishments

the experience of outbound and collections

#### Skills Used

customer service

### **Customer Service Representative**

aegis - Saint Joseph, MO

March 1999 to June 2000

#### Responsibilities

took payments for American express cards payments over the phone

#### Accomplishments

working on the phone

#### Skills Used

customer service

### **Crew Member**

McDonald's - Saint Joseph, MO

August 1996 to April 1998

I prepared food orders for customers

## Education

---

### **diploma in general**

lafayette - Saint Joseph, MO

1995 to 1998

## Skills

---

- Certified Nursing Assistant
- Home Health
- CNA
- Cna Certified
- Customer Service Representative
- Receptionist
- Money Handling
- Supervising Experience
- Senior Care
- Home Care
- Caregiving
- Cold Calling

- Vital Signs
- Food Preparation
- Meal Preparation
- Alzheimer's Care
- Customer Service
- Dementia Care
- Hospice Care
- Personal Assistant Experience
- Food Production
- Nursing
- Laundry
- Patient Care
- Problem-solving
- Flexibility
- Team Work
- Reliability

## Certifications and Licenses

---

### **Cna**

December 2004 to Present

I got my certification while working at saxtons

### **Certified Nursing Assistant (CNA)**

### **Certified Medical Assistant**

## Assessments

---

### **Direct Care — Proficient**

October 2019

Showing sensitivity and enthusiasm while providing care to patients.

Full results: [Proficient](#)

### **Logic & Critical Thinking — Familiar**

September 2019

Using logic to solve problems.

Full results: [Familiar](#)

### **Nursing Aide Skills — Completed**

September 2019

Providing nursing aid to patients using knowledge of relevant equipment and procedures.

Full results: [Completed](#)

## **Scheduling & Planning — Completed**

April 2019

Measures a candidate's ability to cross-reference agendas and itineraries to avoid conflicts when creating schedules.

Full results: [Completed](#)

## **Conscientiousness — Highly Proficient**

April 2019

Measures a candidate's tendency to be rule-abiding, well-organized, hard-working, confident, and think before acting.

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.