

# Chantel Dixon

## Licensed Practical Nurse

Sheboygan, WI 53081

[chantel.dixon715@gmail.com](mailto:chantel.dixon715@gmail.com)

+1 920 226 9979

Authorized to work in the US for any employer

## Work Experience

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### LPN (Licensed Practical Nurse)

SHEBOYGAN SENIOR COMMUNITY - Sheboygan, WI

July 2020 to Present

- Provide safe individualized nursing care including all aspects of direct patient care, treatments, and procedures.
- Administer medication and treatments as per physician orders
- Obtain Vital Signs as per facility policy
- Responsible for medication refills, monthly rewrites of Physician Orders/MARs
- Participate in nursing process by providing input to resident's Plan of Care
- Assist resident's with ADLs and transferring as needed
- Charting of all pertinent information and treatments as per facility policy
- Admit new residents to unit and obtain admission orders prior to move in date
- Maintain relationship with family members and update on patient condition as indicated on patient profile

### Licensed Practical Nurse

Pine Haven Christian Communities - Sheboygan Falls, WI

May 2019 to July 2020

- Provide safe individualized nursing care including all aspects of direct patient care, treatments, and procedures.
- Administer medication and treatments as per physician orders
- Obtain Vital Signs as per facility policy
- Responsible for medication refills, monthly rewrites of Physician Orders/MARs
- Participate in nursing process by providing input to resident's Plan of Care
- Assist resident's with ADLs and transferring as needed
- Charting of all pertinent information and treatments as per facility policy
- Admit new residents to unit and obtain admission orders prior to move in date

### Certified Medication Technician

Pine Haven Christian Communities - Sheboygan Falls, WI

December 2017 to May 2019

- Maintained medication stock, MAR and administered the medications.
- Reviewed patients' progress and the effects of medication in the patient
- Presented medication to patient and observed ingestion

- Took vital signs or observed patient to detect response to specified types of medications and prepared report or notified designated personnel of unexpected reactions

### **Resident Assistant**

Pine Haven - Sheboygan Falls, WI  
April 2016 to December 2017

- Provide residents with assistance as they accomplish daily tasks, including bathing, eating, dressing, grooming and using the restroom.
  - Maintain all care records and update daily
  - Communicate any problems, concerns or issues to nursing staff
  - Build rapport with residents by establishing personal connections and showing interest in their lives
- Respond to any safety or medical issues

### **Service Manager**

Wells Fargo - Sheboygan, WI  
January 2014 to March 2016

- Maintained confidentiality of bank records and client information
- Complied with regulatory requirements including Bank Secrecy Act, Anti Money Laundering, OFAC, USA Patriot Act, Privacy Act and Community Reinvestment Act
- Oversaw a branch team consisting of 3 Tellers and 2 Lead Tellers.
- Received superior customer service satisfaction scores for 11 consecutive quarters.
- Managed branch with an average of \$892,000 in monthly deposits.

### **Personal Banker**

Wells Fargo - Plymouth, WI  
February 2011 to January 2014

- Meet with applicants to obtain information for loan applications and answer questions about the process.
- Explain to customers the different types of loan and credit options that are available, as well as the terms of those services.
- Work with clients to identify their financial goals and to find ways of reaching those goals.
- Review loan agreements to ensure they are complete and accurate according to policy.

### **Bank Teller**

Wells Fargo - Sheboygan, WI  
March 2010 to February 2011

- Cash checks and pay out money after verifying that signatures are correct, that written and numerical amounts agree, and that accounts have sufficient funds.
- Receive cash and checks for deposit, verify amounts, and check accuracy of deposit slips.
- Enter customers' transactions into the computer to record and issue computer-generated receipts.
- Balance currency, coin and checks in cash drawers at end of shifts.

## Education

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### **Associate in ADN - RN**

Lakeshore Technical College - Cleveland, WI  
January 2018 to Present

**Licensed Practical Nurse**

Lakeshore Technical College - Cleveland, WI  
January 2018 to December 2018

**Nursing Assistant**

Lakeshore Technical College - Cleveland, WI  
June 2017 to August 2017

**High school or equivalent**

Sheboygan Falls High School - Sheboygan Falls, WI  
2009

## Skills

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- Vital Signs Experience
- Customer Service
- Nursing
- Medication Administration
- Experience Administering Injections
- Patient care
- ADLs
- Caregiving
- Banking
- Tube feeding
- Basic IV
- Catheterization
- Hospice care

## Certifications and Licenses

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**Licensed Practical Nurse**

May 2019 to April 2021

**Certified Medication Technician**

December 2018 to Present

**BLS for Healthcare Providers**

March 2020

**CPR Certification****First Aid Certification**

## Additional Information

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### Skills

- Self-sufficient
- Cheerful demeanor
- Team Player
- Flexible
- Organized
- Strong team-builder
- Excellent time management skills
- Adherence to high patient care standards