

# Kimberly Foster

Saint Paul, MN

-Email me on Indeed: <http://www.indeed.com/r/Kimberly-Foster/17b4fe7203fa6e08>

Authorized to work in the US for any employer

## Work Experience

---

### **Nursing Assistant**

North Memorial Health Hospital - Robbinsdale, MN

March 2018 to Present

Assist the care team in providing specific supportive, compassionate care and ensuring a safe environment for customers and families within a Med/Surg Cardiac unit. Communicate with the health care team related to progress, concerns, vital signs, and questions or problems that may arise. Perform EKG, bladder scans, and removal of Foley catheters.

### **PCA**

Reliable Home Health Care - Golden Valley, MN

February 2012 to Present

#### Responsibilities

Assist clients in activities of daily living to maintain clients in their homes.

Perform duties such as; Assist with toileting, Range of motion exercises, Transfers, turning and positioning.

Administer medication, bathe, groom, and light housekeeping.

Assist with eating, prepare meals and grocery shopping.

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

Ramsey County Care Center - Saint Paul, MN

September 2017 to March 2018

Provide assistance with ADL's, Meals, escorts, bathing, ambulation, and toileting to residents inside the nursing home facility who are incapable of caring for themselves.

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

Dellwood Gardens Assisted Living - Saint Paul, MN

April 2016 to March 2018

Provide personal care and designated health related services to residents living at the facility.

Assist residents with activities of daily living as indicated on their individual service agreement.

Administer medications and give reminders as required according to the Medication Administration Record(MAR). Document any changes in residents condition and report to the Nurse on duty or on -call if not available.

### **CNA - Certified Nursing Assistant/ Scheduler**

Heathers Manor - Crystal, MN

September 2013 to November 2016

Assisted residents with activities of daily living as indicated on their individual service plans. Provided excellent interpersonal skills. Adhered to the HIPAA Act. while establishing a friendly and lastingly relationship with the residents. Administered medications according to medication charts for individual residents. Documented and reported any changes in residents condition. Performed routine security checks, toilet assist, laundry, and re-positioning.(NOC Shift)

Promoted to a nursing staff coordinator after 1 year. Interviewed Nursing Assistant candidate alongside the RN. Assigned block schedules for all nursing staff. Posted schedules online and on the nurse board. Organized and printed daily care plan assignments for the Nursing Assistant.

### **Dietary Aide**

Bronzeville Park Skilled and Nursing Rehab - Chicago, IL

April 2009 to December 2011

#### Responsibilities

Assisted the cooks with preparing the food for approximately 275 residents.

Prepared and served snacks.

Prepared special desserts and nutrition carts for residents with restricted diets.

Took inventory of food and kitchen supplies.

Delivered food carts to designated floors.

Assisted with dish washing, clean up, and setting up and down of serving areas.

### **Collections Representative**

Allied Interstate - Saint Louis Park, MN

August 2008 to March 2009

#### Responsibilities

Reached out to customers to collect payment for defaulted student loan accounts

Collected payments

Utilized computer systems to handle skip tracing

Attempted to collect payments

Set up payment plans

Recorded new commitments to repay debt

Updated account information within the Department of Education database.

### **Sales Associate**

Old Navy MOA - Bloomington, MN

March 2005 to December 2008

#### Responsibilities

Greeted customers and determined their needs and wants

Explained the use and advantages of the (ONC) Old Navy Credit Card

Answered customer questions and concerns

Assisted in display of merchandise, and operation of fitting rooms

Operated cash registers and accepted payments via cash, checks or credit.

## Education

---

### **Nursing**

Hennepin Technical College - Brooklyn Park, MN

January 2015 to December 2015

## **Accounting**

Minneapolis Community and Technical College - Minneapolis, MN  
2005 to 2006

## **High school diploma or GED**

### Skills

---

- CNA
- Cna Certified
- Home Health
- Certified Nursing Assistant
- HHA
- Scheduling (2 years)
- Patient service
- Dietary Aide Experience
- Nursing
- Medication Administration
- Critical Care Experience
- Laundry
- Vital Signs
- Patient Care
- EMR Systems
- ICU Experience
- Caregiving
- Hospital Experience

### Certifications and Licenses

---

#### **Security Officer**

February 2012

#### **CPR**

May 2012 to December 2020

#### **PCA**

March 2012 to Present

#### **NAR**

March 2015 to Present

CERTIFIED NURSING ASSISTANT

#### **BLS for Healthcare Providers (CPR and AED)**

December 2016 to December 2020

**Certified Nursing Assistant (CNA)**

**First Aid Certification**