# Sinead Michalec

New Braunfels, TX 78130 sineadmichalec13@gmail.com +1 830 643 4922

To provide high quality care to patients and family members and become an integrated member of my organization

Authorized to work in the US for any employer

Work Experience

#### **Registered Nurse**

Methodist Hospital San Antonio - San Antonio, TX October 2019 to Present

- · Triage Nurse, Preceptor for student nurses and newly hired nurses
- · Sepsis Clinical Outcome Recognition- Fastest sepsis workup

#### **Felony Legal Assistant**

Comal County District Attorney's Office - New Braunfels, TX March 2014 to June 2018

· Prepared case files for court settings: Draft legal documents (complaints, discovery prep, extraditions, commitments)

 $\cdot$  Communicate with the public, victims and family members and coordinate communication between law enforcement agencies and State and Federal agencies

· Participated in hiring decisions and trained new employees

#### **Assistant Store Manager**

Abercrombie and Fitch Kids - San Marcos, TX January 2013 to March 2014

• Responsible for hiring, training, and termination of employees

• Managed the daily running of the store (scheduling, staffing levels, staff placement, finance coordination)

#### Education

#### **Bachelor of Science in Nursing Accelerated Program**

UT - San Antonio, TX August 2019

#### **Master of Science in Criminal Justice**

Texas State University - San Marcos, TX December 2012

## **Bachelor of Science in Criminal Justice**

Texas State University - San Marcos, TX May 2009

## **Nursing Licenses**

#### RN

Expires: January 2024

State: TX

## Skills

- Critical Care Experience
- Nursing
- Triage
- Medication Administration
- Hospital Experience
- Legal Research
- Legal Drafting
- ICU Experience
- Supervising Experience
- Patient Care
- Laboratory Experience
- Phlebotomy
- Vital Signs
- Venipuncture
- Medical Records
- EMR Systems
- Employee Orientation

Certifications and Licenses

# **AED Certification**

February 2022 to February 2023

# **TNCC Certification**

November 2020 to November 2024

#### **PALS Certification**

February 2021 to February 2023

#### **BLS Certification**

February 2022 to February 2024

#### RN

January 2022 to January 2024

# **ACLS Certification**

February 2022 to February 2024

## **CPR** Certification

February 2022 to February 2024