

# Summer Whiteley

Granbury, TX 76049

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## Work Experience

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### **Charge Nurse**

Harbor Lakes Nursing and rehab - Granbury, TX

March 2022 to Present

### **Clinical Experience**

Weatherford College

January 2020 to December 2021

- Clinically proficient in nursing skills, exceptional teamwork/collaboration, excellent interpersonal communication, safe medication administration, patient care/advocacy, compassionate, hardworking, ample experience administering injections, hospital experience, strong leadership skills, resilient/versatile, strong ethical practice, active listener, professional demeanor, empathetic, experience with EMR systems, exceptional in providing patient/family education, proficient in time management and stamina

### **Server/Waitress**

Mesquite Pit - Granbury, TX

August 2018 to January 2021

Peacock's Restaurant - Stephenville, TX

December 2014 to July 2018

- Exceptional customer service, conflict resolution, ability to multitask, excellent teamwork skills, positive and optimistic attitude

### **Apprentice Electrician**

Cole Refrigeration & Electrical - Hico, TX

July 2013 to December 2014

- Proficient in documentation, ability to multitask, dedicated and driven, punctual and reliable, customer service

### **Office Manager**

Cortez Contracting Inc. - Hico, TX

March 2005 to July 2013

- Proficient in computer operating systems, efficient learning and flexibility of working with computer software, strong leadership skills, detail-oriented, exceptional documentation skills

## Education

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### **BSN**

Midwestern State University

May 2020 to August 2022

### **ADN**

Weatherford College

January 2020 to December 2021

### **nursing**

University of Texas - Arlington, TX

August 2018 to August 2019

## Nursing Licenses

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### **RN**

Expires: November 2023

State: TX

## Skills

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- Experience Administering Injections
- Medication Administration
- EMR Systems
- Patient Care
- Nursing
- Conflict Management
- Critical Care Experience
- Vital Signs
- Operating Systems
- Epic
- Medical Records
- Hospital Experience
- Venipuncture
- Office Management
- Computer Operation
- Leadership
- Hospice Care
- Caregiving

## Certifications and Licenses

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### **BLS Certification**

#### **RN**

## Assessments

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### **Medical terminology — Expert**

March 2022

Understanding and using medical terminology

Full results: [Expert](#)

### **Patient-focused care — Expert**

February 2022

Responding to patient concerns with sensitivity

Full results: [Expert](#)

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