Roberta Monpas

6557 County Highway S

Chippewa Falls, WI 54729

(715) 382 6266

monpasrj@gmail.com

## Education

Dove Healthcare CNA training 2020

TMU Certified Nurse Aide 2021

American Red Cross: BLS 2021

Women Studies Certificate 2011

LGBTQ Certificate 2014

Diploma from Chippewa Falls Senior High School 2003

# Work Experience

**Certified Nursing Assistant** 1/9/2021- presentWisconsin Veterans Home **,** daily living with members having with Dementia, ALS , Alzheimer’s, Schizophrenia, PTSD and Parkinson, dressing, undressing, daily hygiene including showering, bathing oral ,peri care, incontinence care,, minimizing rashes, and soiled clothing , checking vital signs, weight of members ,apply cream or ointments as need observing physical and emotional changes and reporting member’s changes to nursing staff and documentation of changes, transferring members from bed to chair, bed to commode, chair to commode using gait belts, hoyer lifts, sit to stand, as needed, ensuring patient safety and comfort, maintaining cleanliness and calm environment in members rooms and common areas

**Mason Companies** 8/8/2018-12/28/2020 Returns clerk; receive and inspect shoes, clothing, jewelry, shoes. Fill out proper paperwork so the customers receive their money back or an exchange item ;to insure that customers receive the correct footwear, clothing and jewelry they ordered , cases of shoes to put always, put away, scanning for inventory, can work ABW program to find the correct information needed for clothing, shoes and jewelry, folded clothes, assisted other department if needed

**Adecco** working for **GNC** March 20, 2017- March 25 2018 finding and fixing errors on end caps, ensuring exact number of product going into boxes as per inductions by company, moving products to right place to help keep efficacy up, help other team members fill when needed, labeled boxes for shipping checking quality of products before transport to location, work independently or as a production team member

**Manpower** working at **Alliance Plastic** 7/15/17 to March 2018 experience with band saw, exertion machine and air tool, making boxes, pack product, ensuring that the correct amount of product is in boxes, following quality control methods procedures catching errors and fixing them if allowed, price labeling to finished product, check of product in with the allowed weight, show new workers how to weld, stack, assemble, label and record keeping. Also communicate any major issues with any power tools or problems on the assembly line to supervisor immediately

**TTM**  Helped production Printed Circuit Board (PBC) Loading and unloading materials from the vertical oxidation machine, observing the operations and measurements specifications of both vertical and horizontal machines receive, inspect parts and quantities, and label incoming including entering the into inventory database, maintained databases and safety documentation, read existing documentation, and comprehend understand charts, wearing proper PPE when getting and adding chemicals to machines ,Teardown removing pins with machine or manually, stacking products in proper order, filling out the paperwork, following procedure to for International Traffic in Arms Regulations (ITAR), CISCO and (EAR)

**McDonald's** 02/10/2017-07/05/2017taking customers' orders, hanging currency and credit/debit transactions using the Point Of Service (POS) machine, resolving complaints promptly and professionally, restocking dining items, maintain a neat and clean appearance i.e. cleaning bathrooms, cleaning tables, replacing trash bags and taking trash out, food preparation. Extensive knowledge on proper food setting according to current health food standards, and also how to prepare special orders

**Wal-Mart** sales associate 12/13/14-01/06/2017 organize and maintain a neat and orderly appearance in the frozen/dairy section, bin in and out items, scanning frozen or dairy, changing out items on feature in refrigerators or bunkers, price changes, help customers locate items, price check, correcting number of items on file, filling outs, managing multiple priorities, picking up items customers no longer want, cleaning and organizing egg cart; help to prevent shrink

**Younkers** Seasonal sales associate 11/08/13 to 01/05/14 and 11/16/2012 to 01/16/2013-clothing recovery, maintaining and cleaning dressing rooms, along with maintaining a neat interior appearance, sorting items, returning items to proper place, handling currency and credit/debit card transactions quickly using the POS computer systems, ordering items , damaging out items.

**Menards** morning stacker pet/grocery April- August 2013, customer service, ordering supplies/items, price check, stocking items, making, updating or deleting pallets, damaging out items, cleaning to help maintain the appearance of store

**Internship** Fall 2012 and Fall 2013 Wisconsin Department of Workforce and Development, Office of Veteran Services: passed out information about job fairs in Eau Claire area, helped with delivery of VA information, employment needs to homeless veterans, entering and recording veterans' information in various VA benefits, handing out flyers, via fax, email, by phone or in person

Spring 2012 job shadowing for internship

**United States** **Navy** 2003-2007 Aviation Mechanic's Mate flexibility, adaptability ,managing multiple priorities maintained, repair and cleaning of F/A -18 A - F/A-18E Super Hornet and Hornet, ordering , sending and tools parts, maintained on tools , A member of the *Alpha Zulu* firefighting team (Lincoln), USS Lincoln, USS Nimitz