

(818) 217 7909

<u>sjanawon@gmail.com</u>

San Bernardino, CA 92404

<u>LinkedIn</u>

Summary/Objective

To be able to find a position wherein I can fully utilize my skills and my knowledge, and further enhance them to contribute to my development as a person. In addition, I would like to find a team whose development I can contribute to as a member, in preparation for my future career as a Registered Nurse.

Skills

- Problem solving
- Adaptability
- Collaboration
- Strong work ethic
- Patience

Work Experience

CLINICAL STAFF

Vital Healthcare | January 2022

• Greet and register participants/students/parents, complete COVID-19 rapid test for students and employees, interpret and report results, documenting, safety compliance, bagging testing sample

HOME HEALTH AIDE

PKO Network, LLC | May 2019 to February 2020

• On-call worker, provided companionship either in home, hospital, or facility, provided respite for the main caregiver, offered encouragement, transported clients to appointments, participated in recreational activities such as walks, playing games and reading; assisted with patient dressing, provided medication reminders, handled personal care needs, responsible for the physical care and emotional support of a patient who can no longer care for themself due to illness, injury or disability

ADMINISTRATIVE ASSISTANT

Cynaglow | March 2019 to December 2019

• Performed clerical duties, maintained polite and professional communication via phone and e-mail, promoted website online, maintained contact and mailing lists, assisted in other duties as assigned

E-COMMERCE SPECIALIST AND ASSISTANT

707 Street | April 2018 to May 2019

• Managed amazon and website accounts, analyzed sales and suggested price recommendations, completed market analysis, demanded forecasting, handled data entry, assisted with purchase and packing/shipping, handled secretarial duties, added and edited products with Photoshop for Amazon/website, developed product presentation specifically for Amazon product features

Education

West Coast University - North Hollywood, CA *Bachelor of Science in Nursing*, August 2019- October 2021

• Honors and Awards: GPA- 3.77, Dean's List, Magna Cum Laude

East Los Angeles College - Los Angeles, CA Associate in Arts in Natural Science , January 2016- December 2018

Honors and Award: GPA- 3.3, Dean's List

- Time management
- Critical thinking
- Handling pressure
- Compassionate

Student RN Clinical Rotations

- LAS ENCINAS HOSPITAL
- LADMC HOSPITAL
- PASADENA SENIOR NURSING HOME
- SILVERLAKE ADULT DAY CARE CENTER

Certifications/Licenses

- RN License #: 95277493
- NIHS Stroke Certification
- MAB Certification
- Sigma Theta Tau Nurse Manager Certificate Program
- BLS/CPR, and Fire Safety Certification Services Hospital Fire and Life Safety
- CPR, AED, and First Aid (Advanced Medical Certification)
- School Personnel: Child Abuse Mandated Reporter & Healthcare Child Abuse Mandated Reporter
- Master eLearning Course: Mandated Reporting
- Nurse Manager Certificate Program of Completion
- Typing Certificate, 72 wpm
- Bilingual: English and Filipino
- Proficient in MS Office (Word, Excel), Internet
- Graphic Designing with Power Director and Gimp, Video Editing with Power Director, Corel Draw, and Photoshop

Community Involvement & Professional Affiliations

Blood Donor Ambassador, American Red Cross - July to September 2021
Screener, Children's Hospital in LA - January 2020
Assistant Teacher Volunteer, Boys and Girls Club - May 2017 to Aug 2017
Clerical Assistant, ABLE Physical Therapy Office - May 2018
Medical Volunteer, Monterey Park Hospital - September to Dec 2016
Member, National Student Nurses Association - August 2019 to Present

Publications

Books :

• Won, Via. Unbind. Self-Published, 2020