

Natalie Simmons

Grenada, MS 38901
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Graduate Nurse with associates degree in Applied Sciences from Holmes Community College. Applies nursing process and performs delegated functions under direction and supervision of Registered Nurse. Collaborates with patient and family to offer theory-based nursing care and coordinates care delivery with members of interdisciplinary team.

Willing to relocate to: Republic, MO - Springfield, MO - Branson, MO

Work Experience

Student Nurse

Baptist Memorial Hospital - Oxford, MS
April 2021 to May 2021

- Collaborated with nurse preceptors and other medical staff to achieve quality patient outcome goals.
- Monitored each patient to meet appropriate care and document status changes.
- Delivered exceptional care to patients by helping with mobility and daily living requirements.
- Updated patient charts with data such as medications to keep records current and support accurate treatments.
- Administered medications via oral, IV and intramuscular injections and monitored responses.
- Monitored each patient to meet appropriate care and document status changes

Bookkeeper

Lady Thornhill - Grenada, MS
October 2019 to February 2020

- Established QuickBooks accounting system to reflect accurate financial records.
- Reviewed and filed financial documents, coded accounting entries for data processing and posted daily receipts and payments in accordance with all corporate protocols.
- Investigated daily variances and corrected errors to resolve discrepancies.
- Created plans to remedy financial discrepancies and reconcile issues with records.

Secretary

Sam Kendall's Auto Repair - Grenada, MS
September 2018 to August 2019

- Responded to emails and other correspondence to facilitate communication and enhance business processes.
- Produced accurate office files, updated spreadsheets and crafted presentations to support executives and boost team productivity.
- Maintained office supplies inventory by checking stock and ordering new supplies.
- Monitored premises, screened visitors, updated logs and issued passes to maintain security.

Education

Associate of Applied Sciences in Applied Sciences

Holmes Community College - Grenada, MS

January 2018 to May 2021

High School Diploma

Grenada High School - Grenada, MS

August 2016 to May 2017

Skills

- Continuous education
- Care plan management
- Patient support
- Patient Assessment
- Vital signs
- Health promotion
- Medication Administration
- Patient and family advocacy
- Nursing
- Patient Care

Certifications and Licenses

BLS Certification

RN

CPR Certification

Groups

Holmes Community College Student Nurse Association

August 2019 to Present