

Caroline O'Connor

Saint Paul, MN

-Email me on Indeed: <http://www.indeed.com/r/Caroline-O%27Connor/f1702f625a9bb656>

Authorized to work in the US for any employer

Work Experience

CNA - Certified Nursing Assistant

Friendship Village of Bloomington - Bloomington, MN

April 2021 to Present

- Administer direct patient care and assist residents to perform daily living activities such as feed, bathe, dress, groom, transfer and move residents
- Transport residents to dining rooms and various events and activities
- Administer standard precautions and infection control standards by providing a clean and safe environment

Volunteer Catechist

ALL SAINTS CATHOLIC CHURCH

September 2016 to Present

- Planned and executed various lesson plans in accordance with the parish program.
- Created educational games and activities.
- Collaborated with fellow catechists to improve upon existing lesson plans.
- Skills gained: Program development, time management, creativity, teamwork.

Public Service Associate

Lakeville License Center - Lakeville, MN

January 2018 to August 2018

Used multiple systems to provide driver's licenses and permits, birth certificates, and death certificates.

- Handled money and worked efficiently with a cash drawer.
- Interacted with and provided information to the general public.
- Skills gained: Oral communication, data entry, cash management, customer service.

Online Personal Shopper

HYVEE

October 2016 to August 2017

- Restocked shelves with current merchandise in attractive displays to promote sales.
- Listened to customer needs to identify and recommend optimal grocery selections.
- Assisted customers by finding needed grocery items and checking inventory for items at other locations.
- Skills gained: Organization, decision making, multitasking.

Emergency Department Volunteer

UNITED HOSPITAL

November 2015 to May 2016

- Maintained a clean and well-organized waiting area to promote patient happiness and safety.
- Assisted nurses in the assessment and intake of patients.
- Provided water, warm blankets, and entertainment to all patients and their loved ones.
- Directed and escorted patients and families to patient care rooms and around the hospital.
- Skills gained: Empathy, interpersonal communication, critical thinking.

Education

BACHELOR OF SCIENCE in Public Health

UNIVERSITY OF ST. THOMAS

May 2022

Skills

- SPSS
- Microsoft Office
- Patient Care

Certifications and Licenses

Certified Nursing Assistant (CNA)

February 2021 to February 2023

Basic Life Support (BLS)

February 2021 to February 2023

CPR Certification

Assessments

Nursing assistant skills — Highly Proficient

March 2022

Providing nursing aid to patients using knowledge of relevant equipment and procedures

Full results: [Highly Proficient](#)

Home health aide skills — Highly Proficient

September 2021

Providing care to patients in a home setting

Full results: [Highly Proficient](#)

Protecting patient privacy — Expert

March 2022

Understanding privacy rules and regulations associated with patient records

Full results: [Expert](#)

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