

# Nicole Perez

Saint Paul, MN 55105

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## Work Experience

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SLS- Mental Health Advocate

August 2020 to September 2021

- General oversight for clients as it pertains to their well being nutrition and personal hygiene
- Communicate with residents team regarding any change in client's behavior
- Schedule medical appointments as they take medication at prescribed times
- Chart proper documentation
- Medication packaging for planned leaves
- Pass and give medications

### **Nursing Assistant**

Century College/ Senior Living Home

September 2019 to July 2020

- Gather medical supplies
- General oversight for clients
- Communicate with the resident's family and team
- Chart documentation
- Grooming residents by brushing their hair, teeth, showering them, etc.
- Check vital signs such as blood pressure and heart rate
- Assisting with certain medical procedures
- Transporting residents
- Taking care of wounds.
- Pass and give medications to residents.

May 2019- September 2019

Health Partners Clinic/ Specialty Center - Clinic Assistant

- Directly assist physicians, nurses and others in providing care

### **Teacher Aide**

Mis Amigos Preschool

September 2018 to April 2019

- Plan activities for children such as storytelling or art projects.
- Instruct and supervise kids in social and development activities
- Help feed and change infants
- Provide one-on-one attention when needed.

- Schedule appointments

Directing phone calls

- Filing documents
- Getting patients where they need to be

- Confirm insurance is in network for their medical visits.

## Education

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### **nursing**

Century College White Bear Lake

August 2019 to July 2020

## Skills

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- Fluent in Spanish  
CPR and First Aid certified
- Medical Scheduling
- Vital Signs
- EMR Systems
- Nursing
- Patient Care
- Epic
- Medication Administration

## Certifications and Licenses

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### **First Aid Certification**

### **CPR Certification**