

# Maryann Davis

## **LPN - Favorite Staffing Agency**

Milwaukee, WI

-Email me on Indeed: <http://www.indeed.com/r/Maryann-Davis/8adbf7405696c6aa>

#readytowork

## Work Experience

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### **LPN**

Favorite Staffing Agency

June 2018 to Present

2505 N 124th Suite #101

- Giving medication as prescribed by a physician.
- Taking vital signs, such as blood pressure, temperature, and weight.
- Basic wound care including cleaning and bandaging injured areas.
- Giving injections of medication.
- Immunizations.
- Taking medical histories.

### **Nurse Graduate LPN**

Mitchell Manor CBRF/Nursing facility - Milwaukee, WI

December 2016 to Present

- Responsible for the organization of the books; filing away out dated documentation and updating books for over eight residents, no supervision required.
- Communicated with the company's RN about resident's medication and their behaviors; all notification had to be properly documented.
- Worked very closely with company's RN and case manager - focal point being properly following state regulations.
- Administered medication according to the MAR'S Tx • Complete physician orders make doctors' appointments

### **Administrative Assistant/Receptionist**

Heal Our City Organization - Milwaukee, WI

2014 to Present

- Schedule and coordinate meetings, appointments, and travel arrangements for supervisors and managers • Assisted during meeting, taking shorthanded notes then entering that data extensively in to the computer • Responsible for the up keep of emails and verbally communicating with other members.
- Frequently having to set up meetings and was even involved in event planning.
- Typed documents such as correspondence, drafts, memos, and emails, and prepared 3 reports weekly for management • Answered fax and phone calls • Greeted visitors and determined to whom and when they could speak with specific individuals

### **LPN**

Premier Medical Staffing - Milwaukee, WI

October 2017 to June 2018

- Giving medication as prescribed by a physician.
- Taking vital signs, such as blood pressure, temperature, and weight.
- Basic wound care including cleaning and bandaging injured areas.
- Giving injections of medication.
- Immunizations.
- Taking medical histories.

## **West Dean rd**

CNA - Milwaukee, WI

December 2004 to 2007

- Assisting patients with daily activities Bathe and dress patients • Serve meals and help patients eat • Take vital signs • Turn or reposition patients who are bedridden • Collect information about conditions and treatment plans from caregivers, nurses and doctors • Provide and empty bedpans • Lift patients into beds, wheelchairs, exam tables, etc.
- Answer patient calls • Examine patients for bruises, blood in urine or other injuries/wounds • Clean and sanitize patient areas • Change bed sheets and restock rooms with necessary supplies

## Education

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### **Associate**

## Skills

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- LPN
- Medication Administration
- Microsoft Access
- Experience Administering Injections
- Nursing
- EMR Systems
- Vital Signs
- Medical Records
- Epic
- Medical Office Experience
- Acute care
- Microsoft Office
- Computer skills
- Microsoft Word
- Patient Care
- CBRF TRAINER (Less than 1 year)

## Certifications and Licenses

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### **LPN**

## Additional Information

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### Skills and Achievements

- 12 yrs. In Health care
- Community Based Residential Facility Trained/Certified CAN/LPN
- Administering Insulin
  - Medication
  - Doctors' orders
  - Monthly Summaries
  - Filing documents
  - Printing/Faxing
  - Sit to Stand Machine
  - Hoyer Lifting
  - Prepared balanced meals
  - Vital Testing

### Computer Skills

Ethic patient access program

- MS Excel
- MS PowerPoint
- MS Outlook
- MS Access
- Microsoft word (25 wpm)

Graduate of MATC nursing