

# Joselyn Walker (Williamson)

## **Registered Nurse**

Liberty, SC 29657

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Graduated cum laude with a 3.8 cumulative GPA.

Authorized to work in the US for any employer

## Work Experience

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### **RN Charge Nurse**

The Green House Homes at Mirasol - Loveland, CO

January 2022 to May 2022

- Supervising nursing staff and monitoring their needs.
- Coordinating daily administrative duties, including schedules, nursing assignments, and patient care.
- Overseeing patient admissions, transfers, and discharges.
- Mentoring and training new staff and providing support and guidance to all staff members.
- Monitoring medical charts and providing compassionate care and assistance to patients and families.
- Liaising with doctors and administrators and communicating any protocol changes to staff.
- Ensuring compliance with all health and safety regulations.
- Recording and maintaining accurate reports.
- Identifying issues or emergencies and responding in a calm and efficient manner.

### **Infection Control Nurse, SDC**

Fort Collins Health Care Center - Fort Collins, CO

July 2021 to January 2022

- Gathering and analyzing infection data to make evidence-based decisions
- Educating medical and public health professionals on infection prevention protocols to facilitate emergency preparedness
- Isolating and treating infected individuals to contain the spread of infectious diseases
- Assisting with the development of action plans in case of a community or hospital outbreak to minimize the potentially devastating impact
- Collaborating with government agencies such as the CDC to ensure that infection control practices are implemented and enforced
- Studying pathogens to determine origin in order to prevent future outbreaks
- Assisting scientists and physicians with developing treatments and vaccines to ensure the health and safety of patients and the community

### **RN Charge Nurse/Supervisor**

Johnstown Heights Behavioral Health - Johnstown, CO

March 2021 to July 2021

RN charge nurse. Assisted with opening the facility and passing all mandatory surveys.

## **Registered Nurse Case Manager**

Agape Hospice - Greenville, SC

November 2017 to June 2021

Provide holistic end-of life, bedside nursing care for the patients in the home/nursing home:

- Clinical duties: use the nursing process to coordinate plan of care, obtain vital signs, medication administration, wound assessment/care, tube feedings, Foley catheter care
- Educate patient/family about disease process, symptom and pain management
- Participate in weekly interdisciplinary team meetings with medical director/team members
- Excellent documentation/written, verbal, and interpersonal communication skills, well organized
- On-call responsibilities

## **Registered Nurse**

Regency Hospital Company - Greenville, SC

July 2017 to June 2020

- Registered nurse responsible for providing quality nursing care to critically ill patients on ventilator support including but not limited to:
- medication administration, wound care, telemetry interpretation and maintenance, monitoring and maintaining I.V. drip medications, tracheostomy care/ suctioning and ventilator maintenance.

## **Administrative Assistant**

WOODLAWN MEMORIAL PARK AND FUNERAL HOME - Greenville, SC

May 2013 to August 2014

Sales Tablet Coordinator.

- Accounts receivable, and deposits of all incoming money transactions.
- Accounting and documentation for corporate accounts.
- Cemetery Service Requests Coordinator.
- Customer Service for grieving families.
- Promoted to Memorial Coordinator/ Administrative Assistant in February, 2014.

Responsible for accurate and prompt ordering of all memorials. Following through with all orders to achieve an effective and timely delivery. Working with maintenance to insure timely and accurate placement of memorials. Assisting with markers that may have issues or family is displeased with to insure customer satisfaction. Maintaining and efficiently running all reports for the financial portions of memorials and all other administrative reports. Completing all cemetery/ burial paperwork to assure all federal guidelines and state guidelines are in compliance. Confirming all information is accurate and complete. Assisting all family service, maintenance, other administrative staff with questions and or concerns with the guidelines of the burial process.

## **911 Operator**

SOUTH CAROLINA HIGHWAY PATROL - Greenville, SC

August 2012 to March 2013

Dispatch communication to troopers and other SCOPS law enforcement.

- Dispatch troopers to collision scenes and other calls for service.
- Provide officers with accurate and timely information necessary for their safety and motorists' safety.

## **911 Operator**

PICKENS COUNTY SHERIFFS OFFICE - Pickens, SC

August 2008 to March 2012

Training of new employees

- Question callers to determine their locations, and the nature of their problems to determine type of response needed.
- Determine response requirements and relative priorities of situations, and dispatch units in accordance with established procedures.
- Record details of calls, dispatches, and messages.
- Enter, update, and retrieve information from teletype networks and computerized data systems regarding such things as wanted persons, stolen property, vehicle registration, and stolen vehicles.
- Provide emergency medical instructions to callers.
- Maintaining departmental BOLO (Be On The Look Out) book.

### **911 Operator**

EASLEY POLICE DEPARTMENT - Easley, SC

September 2007 to July 2008

Question callers to determine their locations, and the nature of their problems to determine type of response needed.

- Determine response requirements and relative priorities of situations, and dispatch units in accordance with established procedures.
- Read and effectively interpret small-scale maps and information from a computer screen to determine locations and provide directions.
- Enter, update, and retrieve information from teletype networks and computerized data systems regarding such things as wanted persons, stolen property, vehicle registration, and stolen vehicles.
- Training of new employees.
- Monitoring all inmates to ensure safety and security.

### **911 Operator**

PICKENS COUNTY SHERIFFS OFFICE - Pickens, SC

October 2005 to September 2007

See previous job description.

### **911 Operator**

EASLEY POLICE - Easley, SC

March 2005 to October 2005

See previous job description

## Education

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### **Associate in Applied Science in Registered Nurse (ADN)**

Tri-County Technical College - Pendleton, SC

June 2015 to May 2017

GREENVILLE TECHNICAL COLLEGE - Greenville, SC

January 2002

BEREA HIGH SCHOOL - Greenville, SC

June 1999

## Skills

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- RN
- Med Surg
- Home Health
- Tube Feeding (7 years)
- Catheter Care
- Critical Care Experience
- Hospice Care
- Case Management
- Critical Care Experience
- Hospice Care
- Pain Management
- Supervising experience
- MDS
- Customer service
- Nursing
- EMR Systems
- Medication Administration
- Home Care
- Hospital Experience
- Acute Care
- Vital Signs
- Triage
- Epic
- Patient Care
- Experience Administering Injections
- Nurse Management
- Infection Control Training
- Managed Care
- Management (2 years)

## Certifications and Licenses

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### **Registered Nurse (RN)**

June 2017 to Present

### **BLS, ACLS**

### **AED Certification**

### **CPR Certification**

## **Infection Control Certification**

## **Compact State Nurse License**

### Additional Information

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- Basic Telecommunications Officer/ SC Criminal Justice Academy.
- SChP certified Communications Specialist/ SC Criminal Justice Academy.
- NCIC/SLED certified
- APCO/FEMA trained in disaster relief
- FEMA certified in (ICS) incident command system.
- CPR/ first responder in infant, child and adult certified.
- Registered Nurse