

George Awa

Project Coordinator

Westminster, CA 92683

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Collaborative, adaptable and innovative technical project coordinator with the proven ability to ensure deliverables fall within the applicable project scope, budget and timeline. Dedicated leader who can develop comprehensive project plans, communicate with stakeholders and provide inclusive and effective leadership qualities. Talented professional considered knowledgeable leader and dedicated problem solver. Brings 6 years of valuable expertise to forward company objectives. Attentive to detail with experience in coordinating projects, programs and improvements.

Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

RN Travel Nurse

AMN Healthcare - Kaiser Permanente Anaheim - Anaheim, CA

August 2021 to April 2022

Kaiser - Anaheim Medical Center - Crisis Event 2020

8/30/2021 - 4/2/2022

Travel Nurse

Emerald Health Services - New Jersey

January 2021 to March 2022

Travel nurse , provide care in Med Sur Unit

Hackensack medical center

RN Travel Nurse

AMN Healthcare - Community regional medical center - Fresno, CA

June 2021 to August 2021

travel nurse medical surgical contracts

6/1/2021 - 8/28/2021

Project Coordinator/ Event operations Administrator

National Staffing Solutions. Logistics health Incorporated - Madera, CA

November 2020 to December 2020

- Maintained and monitored covid mobile testing project plans, project schedules, task completion and workloads for assigned project teams
- Worked on components of small to medium sized projects independently between Madera testing sites
- Assisted with the development and maintenance of project proposals, project plans, and project calendars under the direction of project managers and various PMOs
- Completed assigned tasks on the project plans and demonstrated understanding of project performance

- Assisted in requesting internal resources from logistics health incorporated to support completion of project activities
- Coordinated meetings with a Madera public health department and logistics health Incorporated staff by finding the best time and forum for meetings over a different time zones
- Met regularly with project stakeholders and communicated status updates, proactively identify potential problems, issues or risks, and addressed issues
- Contributed to 85 % project success and supported other assigned tasks as necessary
- Documented and updated project and process related documentation
- Facilitated various meetings related to projects and on-going operation and provides timely summaries with action items and decisions made.

September 2019 to October 2019

Registered Nurse/Nurse Project Coordinator Well Star Kennestone Hospital, Marietta, GA

- Built and managed unit floor project plans and tracked health care deliverables; ensured that all project partners were informed and coordinated in the delivery of their services; elevated any concerns to leadership
- Analyzed project plans, timelines and project related work to identify efficiencies
- Promoted process improvement between functional areas within the nurse team, to identify areas of opportunity for improved efficiency for infection prevention, patient care effectiveness and enhanced patient outcomes
- Served as key team member to support organizational process improvement efforts for infection prevention

Provided thorough and timely customer service to Unit floor project partners and patients/stakeholders

Travel Nurse RN

St Agnes Hospital - Fresno, CA

September 2020 to December 2020

Worked with medical surgical telemetry and COVID patients. Reading and interpretation of EKG strips , medication administration, vital signs, etc

Project Coordinator/Registered Nurse

WELLSTAR KENNESTONE HOSPITAL - Marietta, GA

October 2019 to September 2020

- Built and managed unit floor project plans and tracked health care deliverables; ensured that all project partners were informed and coordinated in the delivery of their services; elevated any concerns to leadership
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Healthcare Project Coordinator / Registered Nurse

PIH Health Hospital - Downey, CA

October 2018 to September 2019

- Tracked patient health milestones and timelines across projects and instituted unit floors necessary workflow, personnel, and financial resource allocations
- Timely communication of nursing unit project status to both clients and healthcare project team
- Performed routine procedures (blood pressure measurements, administering injections etc.) and filled in patients' charts
- Informed Unit Project Manager of any concerns on timelines, budgets, or resources
- Kept unit/healthcare project plans current and communicated with Project Manager to ensure completion of deliverables including adhering to project timelines

Registered Nurse & IT Specialist

Springpoint Senior Living - Red Bank, NJ

September 2017 to October 2018

Created, updated, and ensured accuracy of all intake records for incoming patients. Assisted with IT problems when applicable. Provided consistent, compassionate, and accurate care of patients needs including distribution of medications, updating records, reporting any patient issues to the physicians. Managed patient care to control spread of infectious diseases.

Key Competencies: Empathy, Accuracy, Communication, Patient Management, Information Technology
Streamlined patient intake with updated EMR systems

- Leveraged knowledge and education to create faster patient intake
- Increased accuracy with software like Vision EMR
- Decreased errors in patient records

Project Coordinator/RN

Cusack Care Center - Jersey City, NJ

February 2011 to August 2017

- Managed initiation and control of projects to manage patient diseases and healthcare issues; Updated EMR systems such as Point click EMR systems for client admissions
- Collaborated with management to create project plan for infection control; Executed 100% of infection control activities list of work break-down structures within tight schedule
- Monitored and controlled variances of infection control deliverables for clients; Controlled project to ensure 100% of client infections were reduced; Coordinated consistent protocols for stroke patients
- Decreased acute recurrence of diabetes conditions; Assisted with initiation of project charter for diabetes management services for 2nd floor units; Educated patients about limiting blood sugar levels
- Collaborated in drafting schedule management for staff nurses on sub-acute units for activity lists during admissions, Eradicated prevalence of recurring infections on long-term care unit
- Assisted with executing schedule management for sub-acute nurses during stroke patient admissions; Assessed and submitted change requests during monitoring of patient progress

Certified Nursing Assistant/Licensed Practical Nurse

Everest Healthcare Services - Edison, NJ

May 2008 to June 2011

Assessed needs, ordered, obtained and interpreted appropriate lab tests. Assisted with management of various diseases and conditions among patients. Worked collaboratively with all levels of management. Managed wound care alerting supervisors to any infection that could be contagious. Scheduled patients with appropriate therapists.

Key Competencies: Communication, Leadership, Collaboration, Training, Conflict Resolution

Managed healthcare needs of 35 senior patients

- Ensured detailed medical records were provided at patient intake

- Coordinated all therapeutic sessions for physical, occupational, and speech therapy
- Resolved conflicts between therapists, staff, and patients

Education

Master of Science in Information Systems Technology

Wilmington University - New Castle, DE

CERTIFICATION

Wilmington University - New Castle, DE

Bachelor of Science in Nursing

Jersey College of Nursing - Teterboro, NJ

Associate of Applied Science in Registered Nursing

New Horizon Computer Learning Centre - Anaheim, CA

Nursing Licenses

RN

State: CA

RN

State: GA

Skills

- Nursing
- ITIL
- LAN
- Project management methodology
- Systems analysis
- Microsoft Excel
- Microsoft Office
- Microsoft Outlook
- Documentation review
- SharePoint
- Microsoft Project
- Logistics
- EMR systems
- Nurse management
- Medical scheduling
- Leadership
- Medical records

- Project management
- Mobile testing
- Project coordination
- Schedule management
- Analysis skills
- Visio

Certifications and Licenses

ACLS Certification

BLS Certification

Compact State Nurse License

Project Management Professional (PMP)

April 2018 to Present

Certified Project Manager

PMI Certification