

JACQUELINE ORTIZ

128 N Kellerman St, Aurora, CO, 80018 | 970-682-8018 | JacqueOrtiz97@gmail.com

SUMMARY OF QUALIFICATIONS

- Experience with customer care & service
 - Organized & detail oriented
 - Excellent communication skills
 - Quick learner and adaptable
 - Experience in more than 1 health setting
 - Excellent multi-tasking skills
 - Comfortable with challenges
 - Fluent in English and Spanish
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EDUCATION

Metropolitan State University of Denver

Bachelor of Science in Nursing

Expected May 2023

University of Colorado Denver

Bachelor of Arts in Public Health

May 2020

Morgan Community College

Health Science and Technology Certificate

May 2016

RELEVANT EXPERIENCE

Community Leadership Academy & Victory Preparatory Academy – Health Aide (CNA) June 2020 – January 2022

- Communicate and problem solve effectively while being courteous, tact and discrete in contacts of a difficult, sensitive, or specialized nature.
- Maintain meticulous student health records, and all clinic activity records.
- Ensure that clinic visits, traffic, and activities are responded to in full compliance with all school public health guidelines
- Assisting to create protocols and conduct training and in-service for all school staff regarding COVID-19 school public health guidelines.
- Responsible for recording COVID-19 cases within staff as well as with students and their families. Reporting cases to Tri-County.
- Preparing and helping create a safe environment for students to be able to come back to school when Commerce City COVID-19 rates decrease.

University of Colorado Denver – Peer Advocate Leader/Small Group Leader

May 2017 – May 2020

- Provided peer-to-peer support to first-year students.
- Yearly trainings that focused on developing leadership characteristics.
- Developed PAL curriculum in 2018.
- Facilitated different events and workshops.

Health Interest Program at Denver Health

August 2018 – May 2019

- Gained valuable shadowing experience in the Neonatal Intensive Care Unit.
- Bridged educational science concepts to healthcare application.
- Developed a relationship with a current healthcare provider.

Valley View Villa – Certified Nursing Assistant

January 2016 – July 2018

- Helped in a nursing-home facility and provided the residents with any and all healthcare needs up to scope of practice.
 - Assisted residents with activities of daily living including, but not limited to, helping with meals, transferring using assistive devices, bathing, dressing and grooming.
 - Commended for chart accuracy, effective team collaboration, patient relations and consistent delivery of empathetic care.
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LICENSES & CERTIFICATIONS

- Basic Life Support for Health Care Providers – Expires July 2022
- Certified Nursing Assistant (License #: NA.00774757) – Expires January 2021
- Health Science and Technology Certificate – Received in 2016