

JENNIFER MARTINEZ

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PROFESSIONAL SUMMARY

Dedicated and compassionate Registered Nurse (RN) with progressive career history in direct patient care, triage and care coordination in fast-paced environment. Proven to remain calm under pressure and skillfully handle difficult patients and high-stress situations. Consistently developing strong relationships with patients and families through empathetic communication, respectful attitude and excellent customer service.

Highly skilled and enthusiastic professional with more than 10 years of experience managing operations in patient-centric medical offices. Successfully oversee human resources, budgeting, supply management and patient services. Develop and lead productive and efficient office staff. Contribute to high-volume medical practices by providing exceptional customer service.

SKILLS

- Compassionate and Caring
- Case Reviews
- Nursing Services Coordination
- Department Leadership
- Treatment Preparation
- Patient Condition Monitoring
- Medication Administration
- Medical Emergency Triage
- Medical Procedure Preparation
- Emergency Response
- Crisis Management
- Prescription Transmission
- Atrial Fibrillation
- Physician Collaboration
- Patient Examination
- Patient Care Assessment
- Preventive Healthcare

WORK HISTORY

RN Supervisor

Coastal View Healthcare Center - Ventura, CA

02/2021 - Current

- Managed infection control and critical incidents and made procedural changes and improvements.
- Audited charts and reviewed clinical documents to verify accuracy.

- Trained new nurses in proper techniques, care standards, operational procedures and safety protocols.

Travel Staff RN

Precision Care - San Bernardino, CA

06/2020 - Current

- Administered medications via oral, IV and intramuscular injections and monitored responses.
- Trained new nurses in proper techniques, care standards, operational procedures and safety protocols.
- Documented patient interactions and interventions in EPIC EMR.
- Documented all elements of care and updated patient charts and confidential files to reflect changes in care plans, interventions applied and observations.
- Worked with interdisciplinary healthcare team to develop, implement and manage care plans, ensuring inclusion of patients' individual needs.
- Updated patient charts with data such as medications to keep records current and support accurate treatments.

Skilled Nursing Facilities/Sub.Acute Centers

- Greenfield In filmore
- Oakview Care Center (Thousand Oaks)
- Country Villa of Westwood Center (Sta.Monica)
- Pacific Care Center (Long beach)

Human Resources Manager

1Heartcares - Thousand Oaks, CA

06/2018 - 11/2020

- Maintained payroll and benefits for employees in various locations and diminished financial discrepancies through expert program management.
- Organized and led staff orientation programs and training to promote collaboration.
- Motivated employees through special events, incentive programs and constructive
- Evaluated training program success and presented strategic improvement recommendations to upper management.
- Briefed new hires on essential job information, such as company policies, employment benefits and job duties.
- Streamlined HR efficiencies, coordinated new hire orientations and provided onboarding and training for [Number](#) new employees.
- Recruited top talent to maximize profitability.

Registered Nurse

Philippine Gen.Hospital - Manila , PHilippines

06/2005 - 06/2009

- Collaborated with physicians to quickly assess patients and deliver appropriate treatment while managing rapidly changing conditions.
- Provided direct patient care, stabilized patients and determined next course of action.
- Administered medications via oral, IV and intramuscular injections and monitored responses.
- Managed care from admission to discharge.
- Provided exceptional care to high-acute patients needing complex care such as ventilator management, extensive wound care and rehabilitation.
- Oversaw delivery of care for patients on medical-surgical unit, providing direct care, delegating nursing assignments, and supervising team comprised of nurses, LPNs, technicians and unit clerks.

EDUCATION

Arellano University Bachelor of Science Major of Nursing

Manila,Philippines

SY 03/2005

2x President of the class

Bachelor Of Science Major of Midwifery

Mary Chiles College - Manila,Philippines

SY03/2002

- Dean's List / Top 35 Board Exam

Bachelor Of Science: Marketing

Philippine School of Business Administration - Manila,Philippines

SY 03/2000

- Received Full scholarship