

Deanne Smith

Sheboygan Falls, WI

- Email me on Indeed: <http://www.indeed.com/r/Deanne-Smith/df5608246fb281bf>

Authorized to work in the US for any employer

Work Experience

CNA - Certified Nursing Assistant

Rocky Knoll - Plymouth, WI

March 2016 to May 2019

CNA

- Take residents to and from bathroom
- Help with feeding
- Gave baths and showers

Pine Haven - Sheboygan Falls, WI

December 2015 to March 2016

CNA

- Take residents to and from bathroom
- Pass food trays
- Help with showers
- Help with some part of therapy

CNA I

Libby's House North - Plymouth, WI

October 2011 to October 2015

RA II

- Did Med Pass
- All Vitals
- Paper Work
- Help with transfers
- Helped with toileting

Manager

Cash Tyme - Manitowoc, WI

September 2007 to December 2007

- Customer Service
- Completed Reports
- Schedule
- Processed Loans and Other Management Duties

Senior Customer Service Rep till 8/05 and Manager as of 8/05

Express Corporation

May 2004 to September 2007

- Performed Customer Service Duties
- Completed Reports
- Scheduling
- Filing Court Proceeding
- Loan Processing
- Performed all Bank Transactions
- Other Management Duties

Secretary/Sales Associate

Coenen/Happy Sleeper - Manitowoc, WI
February 1999 to March 2003

- Performed Customer Service Duties (Microsoft Word & Excel)
- Worked on Shipping and Receiving Invoices
- Customer Contact in Sales
- Assisted with Management Duties

Human Resources Assistant

Lakeside Foods - Manitowoc, WI
July 1998 to January 1999

- Performed Customer Service Duties (window 98)
- Interviewing upon Hiring
- Prepared Accident and Medical Report

Education

High school or equivalent in Health unit coordinator, Health care tech, Patients servie rep

Lakeshore Technical College
2018 to 2019

Skills

- Medical terminology
- Excel
- Microsoft word
- Word
- Excellent communication skills
- Certified Nursing Assistant

Additional Information

OTHER SKILLS:

- Worked with Microsoft Word, Excel, and Access
- Well Organized and Very Outgoing
- Enjoy Learning New Tasks

- Ability to Work Under Stress and Independently
- Excellent Communication Skills
- Medical Terminology