

Amanda Duenes

Med-Tech/ CNA/co-director/shift leader

Seymour, WI 54165

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Experienced 10+ years as a CNA and medication technician. Also 5+ years experience as a med-tech supervisor or co-director where I communicated by fax or phone with doctors, therapy, hospice, and other health care facilities concerning residents needs. Processing new orders, update the MAR, take care of refilling and ordering medications and supplies. I filled in many rolls in the day to day needs of the facility like filling the schedule and calling people to work when short also picking up shifts if they weren't covered. I have great work ethics and great attendance. I am a humble and kind caregiver who goes above and beyond my job duties to help enrich the lives of others. No job is to big or to small for me. I work for a great company but I'm just keeping my options open for our job with better pay 401k and tuition reimbursement if possible. I would love to go back to school to officially be a nurse.

Willing to relocate to: Appleton, WI - Green Bay, WI - New London, WI

Authorized to work in the US for any employer

Work Experience

Home Health Aide

Eagle Point Assisted Living (tealwood company) - Appleton, WI

September 2019 to Present

Currently I work as a med passer and CNA at a RCAC. I took the med class and was certified again as a medication technician. I am always learning new procedures and techniques that the nurse delegates me all on. Plus I have continuing education through Relias. I love learning new better ways to help the elderly have the best care they deserve. Also during this Covid-19 I volunteer my time with no pay to stay late a lot of days to cut, color, and style the residents hair. It makes them happy and its a good way to spend time with the residents during this safer at home order, and I wanna use the talents God gave me to help others.

Co-director/ CNA/ Med Passer

Century Oaks Assisted Living - Appleton, WI

October 2016 to August 2019

I was the Co-Director which was a shift leader and medication passer. The job duties were answering the phone, communicating with doctors, therapy, hospice, and health care facilities by fax or phone, concerning a residents change of condition or update or requesting and processing new orders, update the MAR, refilling and ordering medications and supplies. Other things I got delegated on or learned was tube feedings, INR checks, pacemaker checks, wound care, ordering medical devices and supplies, plus too many other things to name. Pretty much everything the nurse did she trained me to do. Also I was in charge of keeping it fully staffed and if it wasn't I tried to fill the shift needs on schedule. If someone called in the co-directors were responsible for coming in to work or staying over to fill empty shifts on the days I was at work.

CNA and Med-Tech

Good Shepard Services - Seymour, WI
September 2013 to September 2016

I worked in the rehab unit, memory care, and nursing home for a while then I switched to the assisted living. I provided care to elderly residents in their day-to-day living. Administered medications (which I took another med class and got certified again) and chart everyday activities of residents.

CNA and Lead Med-Tech Supervisor

Emerald Valley Assisted Living - Appleton, WI
July 2012 to July 2013

Cared for elderly residents in their day-to-day living activities. Administering medications, doing paperwork and charting. Worked in a memory care assisted living.

In-Home Caregiver

Kay and Alan Buboltz - Appleton, WI
January 2013 to May 2013

Provided cares for activities of daily living for a elderly couple in their home. Prepared meals, assisted with chores, ran errands, and distributed medicine.

Traveling CNA and Med-Tech

Maxium Health Care Services - Appleton, WI
July 2008 to February 2010

Traveling CNA and Med-Tech for companies in need to fill a shift. Working in all types of medical settings from Nursing homes to Assisted Livings, Rehabilitation facilities, hospital, psychiatric unit providing cares for patients. I gained a lot of experience working for this medical staffing agency.

Education

Technical in Cosmetology

The Salon Professional Academy - Appleton, WI
2008 to 2010

Certificate in Nursing Assistant

Fox Valley Technical College - Clintonville, WI
2005 to 2006

High school diploma

New London High School - New London, WI
2001 to 2005

Skills

- Certified Nursing Assistant (10+ years)
- Medication Administration (9 years)
- Co-director (3 years)
- Caregiving (10+ years)
- Hospice Care
- Memory Care

- Nursing
- Patient Care
- Senior Care
- Meal Preparation
- EMAR and Bluestone experience (3 years)
- Home Care
- Alzheimer's Care
- Cleaning Experience
- Vital Signs
- Tube Feeding
- Dementia Care
- EMR Systems
- Infection Control Training
- Laundry

Awards

Employee of the month

July 2014

I got employee of the month for my hard work. I take great pride in my good work. I wanna get it done right, do my best, and I want my hard work to show.

Employee Coordinator

October 2018

Plan fun activities for staff on Holidays and birthday and other occasions. Plan ways to reward and recognize the staff for the good jobs they do.

Certifications and Licenses

CNA License

January 2007 to July 2022

Medication Technician

2009 to Present

Took more then 5 med classes at different facilities, I am was trained also on paper MARs to online EMARs also Point of Care for med passing computer systems.

driver's license

Certified Nursing Assistant (CNA)

Home Health Aide

A valid HHA or CNA certification.

Additional Information

At Century Oaks I was a co-director which is the shift leader, so I help train new people on meds and paperwork and cares. I help fill the schedule and call around when short staffed to fill the shifts. Also I take phone calls at all hours to help with questions on emergencys or med questions or paperwork questions. Also I go in on my time off sometimes to get paperwork caught up and filed, also put meds properly placed in med cart and chart. I never miss work and always pick up extra shifts when no one else can work. I have good work ethics and great references!