

# JESSICA CLAIRE

100 Montgomery St. 10th Floor • (555) 432-1000 • resumesample@example.com

## Professional Summary

Enthusiastic Floral Designer eager to contribute to team success through hard work, attention to detail and excellent organizational skills. Clear understanding of Flowers and Event set up , tear down, and training in wedding events. Motivated to learn, grow and excel in wedding/ event floral design.

Experienced Landscaper/gardener with over 8 years of experience the grow industry: Hemp, annuals, perennials, shrubs, trees.

Excellent reputation for resolving problems and improving customer satisfaction.

## Skills

- Good Telephone Etiquette
- Collaboration
- Flexible and Adaptable
- Clerical Support
- Problem-Solving
- Communication Skills
- Friendly and Kind
- Love People!/People Skills

## Work History

**Designer**, 06/2020 to 10/2020

Adtheorent – Chicago, IL

- Obtained approval of concepts by submitting rough drafts to management or to client.
- Planned project concepts by researching and studying information.
- Gathered and bought materials needed to successfully complete projects.
- Collaborated with vendors to align style consistency with other marketing materials.
- Created over 100 visual concepts by hand.
- Consulted with brides to identify design requirements for each project.
- Resolved conflicts and negotiated mutually beneficial agreements between parties.
- Used critical thinking to break down problems, evaluate solutions and make decisions.
- Worked flexible hours; night, weekend, and holiday shifts.
- Used coordination and planning skills to achieve results according to schedule.
- Demonstrated respect, friendliness and willingness to help wherever needed.
- Developed and maintained courteous and effective working relationships.

**Landscape**, 05/2018 to 06/2020

Jekyll – Jekyll Island, GA

- Maintained grounds by trimming, weeding and general clean-up.
- Removed weeds, hazards and debris from common pathways to improve usability.
- Trimmed greenery, shrubs and hedges to maintain uniform appearance.
- Planted bulbs, trees, bushes and flowers for residential and commercial clients.
- Answered questions and addressed customer concerns according to rigorous timetables, supporting diverse lawn health and landscape development requests.
- Performed planting, watering, mulching and edging of lawns.
- Identified and removed invasive plants and noxious weeds for garden aesthetics and ecosystem health.
- Developed lasting customer relationships and grew network over time.
- Mulched gardens, placed sod and adjusted soils to provide optimal growth potential.
- Enhanced visibility and improved tree and bush shape through intentional pruning.
- Removed and disposed of plant debris from work sites to keep areas safe and well-organized.
- Used shears, pruners and chainsaws to prune and trim hedges and shrubs.
- Rearranged planting beds and flower gardens seasonally.
- Educated employees and members of public on plant biology and health.
- Mixed and sprayed fertilizers, herbicides and insecticides onto shrubs, trees and grass.
- Cultivated soil and added fertilizer, compost and amendments.
- Maximized water conservation, checking sprinkler spray angles and testing digital controller performance.
- Worked with customers to develop designer landscaping plans for various budgets.
- Identified plant diseases and researched methods for mitigation.
- Monitored weekly and daily scheduled tasks to achieve desired workflow speed.

**MA/CNA**, 12/2018 to 02/2020

Bloomscape – Grand Rapids, MI

- Obtained biological specimens for ordered tests and prepared for laboratory transport.
- Evaluated patients to identify and address wounds, behavioral concerns and medically relevant symptoms.
- Conferred with multidisciplinary healthcare team to help effectively manage patient conditions with regular testing and vitals assessments.
- Delivered individualized patient care by recording vital signs, documenting observations, administering treatments and evaluating patient needs.
- Obtained client medical history, medication information, symptoms and allergies.
- Checked patient vitals such as temperature, blood pressure and blood sugar levels.
- Prepared Sterile fields for any and all procedures: Uterine ablations, IUD inserts, Microneedling, BC injections etc.
- Daily charting, EMR, and paper chart filing
- Prescription refills under direction of Dr. Skorberg

**Greenhouse Worker**, 04/2018 to 08/2019

Loveland Greenhouse – City, STATE

- Unloaded plants and nursery items from delivery trucks.
- Planted, cultivated and harvested various types of trees, shrubs and plants.
- Transported and loaded harvested items into delivery trucks.
- Mixed and sprayed fertilizers, herbicides and insecticides onto shrubs, trees and grass.
- Assisted customers with finding requested plants and flowers.
- Identified plant diseases and researched methods for mitigation.
- Educated employees and members of public on plant biology and health.
- Evaluate harvesting conditions and identify obstacles.
- Operated [Type], [Type] and [Type] equipment to move goods in safely from fields to collection points.
- Carefully maintained plant health through watering and proper fertilization to minimize losses and waste.
- Removed items from shelves or storage bins and scanned tags.
- Conducted regular soil testing for optimal plant growth and nourishment.
- Communicated with coworkers and management to report challenges.
- Pulled orders quickly to maintain demanding productivity goals.

## Education

**Associate of Arts: Nursing Science**, 06/2014

LCCC - Laramie, WY

**Associate of Science: 06/2014**

University of Wyoming - Laramie, WY

## Certifications

- Licensed Nursing Assistant - 2014-2022