**Sarah Carder**

**12506 16th St NE**

**Lake Stevens, WA 98258**

**Tel: (425)-319-5261**

**Email: carder\_sarah@yahoo.com**

**Computer Skills:**

EPIC experience

Charting

Internet

Keyboarding 50 WPM

Word

Outlook

PowerPoint

**Patient Care/ Customer Service/ Childcare/ Boeing Assembly/ Supervisory/ Physical Labor:**

Recent hospital experience at Evergreen Hospital in Kirkland.

Recent acute care experience in a prison.

Recent experience working at an eating disorder clinic.

Eight years Hospital Customer Service and acute care experience on various units.

Daily charting done on computers while prioritizing patient care and assisting Nurses, pt. family members, and others.

Four Years’ experience as a team caregiver for the elderly and disabled patients.

Listened to and responded compassionately to patient needs and concerns.

Performed total patient care including personal hygiene, first aid, physical therapy, transfers, preventative care, scheduled activities, and general adult daily living skills for up to 20 patients daily.

Answered call bells and phones, directed visitors and callers to rooms in a timely and efficient manner.

Performed many scheduled personal care duties including bathing, feeding, dressing, and turning, for long and short-term patients.

Assisted nurses with medical procedures.

Attended and completed CNA Class.

Charted fluid intake and output. Ensured charts were completed and ready for the next shift.

Monitored and recorded vital signs including temperature, pulse, blood pressure, and respiration.

Oriented and trained ten new staff in company policies and procedures.

Lifted patients onto and from beds using a Hoyer lift as necessary and transported patients using wheelchairs.

Aids Training.

Composed correspondence daily in Word.

Filing.

Internet research.

Fax machine, printer and e-mail used daily.

Experience answering inbound calls and making outbound calls in a call center environment.

Skilled in talking to customers while navigating through different computer programs.

Targeting customer’s needs and escalating customer when necessary.

Daily recording of activities done on every phone call with a customer.

Supervisor experience in retail store environment.

Daily use of computer and printers.

Use of different chemicals and tools to clean around hospital environment daily.

Use of Safety precautions around biohazard material and how to dispose of them.

Lifting and standing on feet entire workday while performing multiple cleaning tasks.

Daily care of infants up to school aged children.

Daily cleaning of childcare rooms.

**Education:**

Everett Community College, Everett, WA, Information Technology, 2020-currently attending.

Everett Community College, Everett, WA, Nursing prerequisites, 2014-2016.

Everett Community College, Everett, WA, Certificate in Medical Coding, December 2013.

Everett Community College, Everett, WA, GED, August 2003.

Med Prep, CNA, Everett, WA, April 2011.

Customized Job Skill Training, Everett Community College, August 2004 to November 2004. Training focused on soft - skills such as team building, conflict resolution, verbal and non - verbal communication, listening and problem solving. Basic computer training in Microsoft Word and Excel.

**Employment History:**

Maxim Healthcare, Nursing Assistant, Current, Mountlake Terrace, WA

Wire assembler B, BOEING, 09/28/2018 to 07/31/2020, Everett, WA

Certified Nursing Assistant, Maxim Healthcare Services 08/01/2018 to 01/01/2019, Mountlake Terrace, WA

Certified Nursing Assistant, 07/12/2012 to 2016, Providence Medical Center Medical Telemetry, Everett, WA

Certified Nursing Assistant, 05/2016 to 09/2018, Providence Medical Center Postpartum and Labor and Delivery, Everett, WA

Unit Tech. /CNA, 11/28/2011 to 6/20/2012, Kirkland Evergreen Medical Center, Kirkland, WA

Environmental Services Technician, 01/03/2010 to 11/28/2011, Kirkland Evergreen Medical Center, Kirkland, WA

Ad Set Supervisor, 2/28/08 to 9/5/09, Kohl's Department Store, Snohomish, WA (360) 563-0489

Package Handler, 10/15/07 to 01/01/07, UPS, Portland, OR (503) 283-6618

Teacher Assistant, 1/07 to 4/07, Country Dawn Daycare, Lake Stevens, WA (425) 334-3885

Call Center Customer Service Representative, 12/16/04 to 2/2/05, Spherion/ADP, Bothell, WA (206) 340-8854

Certified Nursing Assistant, 09/02 to 11/02, Bethany at Pacific, Everett, WA

Certified Nursing Assistant, 04/98 to 03/02, Parkway Nursing Center, Snohomish, WA (360) 568- 8566 (out of business)

Registered Nursing Assistant, 12/97 to 03/98, Regency Care Center, Monroe, WA (360) 794 - 4011