

ROBERT SMITH

Health Officer II

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To obtain a position in a field interested in, while expanding knowledge and making a difference in the lives of others daily.

JUNE 1987 - 2020

HEALTH OFFICER II - AMERICAN YOUTH FOUNDATION

- Distributed medication to special needs campers Use organizational skills to track and document medication Handle any medical concerns/minor ailments .
- Initiated and launched a Food Compliance Sticker Program for all Susquehanna Township Eating and Drinking Establishments which makes consumers aware of compliance status.
- Responsible for the distribution of medications, first aid care, and emergency response decisions Boy Scout camp, Camp Bucocco, and Cub .
- Maintained accurate and detailed records of medical conditions and treatments provided.
- Managed health issues related to handicap campers including medications, skilled nursing care, and emergencies.
- Provided and administered first aid, medications, to cadets and staff.
- Trained staff to care for a variety of health related needs.

1982 - 1987

HEALTH OFFICER - DELTA CORPORATION

- I am a health officer at a residential outdoor education program.
- My day-to-day responsibilities are to help manage the health center, attend to first aid needs of the participants, to support the RN in health care and education, and to contact parents as necessary.
- I am a dedicated individual who was on call 24 hours a day.
- My human development background has allowed me to better understand the wellness of others both physically and mentally.
- Skills Used Work in this facility requires great organization, dedication and attention to details.
- Was a team player and able to fulfill my role well.
- Key Accomplishments Successfully manages the Susquehanna Township Health Department by licensing and inspecting over 150 eating and drinking establishments, which includes but not limited to the following inspecting restaurants, groceries, bakeries and other food establishments for cleanliness of personnel, utensils and storage facilities; instructs restaurant proprietors on the proper location of sanitary facilities and make periodic inspections for compliance with U.S.

EDUCATION

Certificate in EMS - 2012(Cleveland Clinic EMS Academy - Cleveland, OH)

SKILLS

Microsoft Word, Microsoft Powerpoint, Microsoft Windows, Microsoft Outlook.