

Objective

Have great experience with leading a team. Kept my team working and made sure they got the job done correctly and in a timely manner together. Very proficient in data entry and Microsoft Word and Office. Am able to operate machines in a plant setting and operate a forklift, tugger and Hilo. A lot of experience in the automotive field, inspection and quality control.

Skills

Type 215 CPM, Data Entry, Team Lead, Manufacturing Inspection, Quality Control, Cashier, Tugger Operator, Machine Operator, Customer Service, Shipping And Receiving, Home Health Aide.

Work Experience

Health Officer III

ABC Corporation - June 2007 – August 2007

- Passed out medications to the disabled kids at camp.
- Made sure they got their medicines on time everyday.
- Provided a safe environment, and when needed, first aid care and treatment for all staff and patrons.
- Responsible for the daily operations, management, and maintenance of the camp health office.
- Taught First Aid Merit Badge.
- Responsible for lifeguards, first aid, dispensing medications, registration of campus ranging from grades K-12, and administration of web site.
- Self-employed Gallipolis, Ohio Private Tutor Tutor three junior high/elementary students in social science, math, reading.

Health Officer

Delta Corporation - 2006 – 2007

- DEC 2002 - JUNE 2015 Collaborated within an interdisciplinary team counseling children and families with mental health conditions.
- Completed assessments and evaluation to determine if criteria was met for inpatient admission to psychiatric unit.
- Highly trained in Health Officer duties that include judgement of mental capacity and psychological wellness.
- East Africa/Ethiopia Monitored health status to identify community health problems Diagnosed and investigated health problems and health hazards in .
- Position Health officer My job as a health officer was to assist the Nurse during the summer camp for individuals with special needs.
- Helped check in the medications for each session and during the sessions I helped the nurse hand out meds and tend to any minor first aide needs that .
- At the end of each session I assisted the nurse at check out and discussed any issues that happened during the camp session with parents/guardians.

Education

Associates in Business Administration - 2015 (Macomb Community College - Warren, MI)