

JOSH HEIDA

204-914-0512

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EXPERIENCE

2021-2022

HR SPECAIL PROJECTS/IS SUPPORT, LAKE OF THE WOODS DISTRICT HOSPITAL

Part of implementation team for scheduling software replacement project. Migration from JUNLA to MS SharePoint for intranet. Developed MS PowerApps to replace paper workflows.

2020 – 2021

PANDEMIC RESPONSE CLERK, LAKE OF THE WOODS DISTRICT HOSPITAL

Schedule and register patients for Covid-19 testing. Coordinate with outside healthcare providers administering mobile Covid-19 testing. Enter orders for all tests being performed. Ensure the Assessment Center is stocked with necessary supplies. Review testing volumes with management and advise on any necessary changes to schedule or procedure.

2017 – 2020

FREELANCE VIDEOGRAPHY, SELF EMPLOYED

Registered business. Front to back video production for television and web projects. Worked with team to plan and execute major event. Worked closely with clients to determine individual needs. Maintained all business records and files.

EDUCATION

2022

CERT. SOFTWARE ENGINEERING TECHNICIAN, CENTENNIAL COLLEGE

(in progress)

2018

B.A. COMMUNICATIONS AND MEDIA, CANADIAN MENNONITE UNIVERSITY

2011

HIGH SCHOOL DIPLOMA, ST THOMAS AQUINAS HIGH SCHOOL

SKILLS

- Medical Terminology Certificate
- Full Stack Web Development with Express JS and Node.js
- Experience with MS PowerApps
- Strong communication skills
- Detail Oriented