JOB TITLE

***(PT)*** Health Services/Compliance Auditor – in the non profit/private sectors on a team leader level.

ART = Part-Time - Matting, Crafting and Framing

HEALTH CARE = Part-Time - Compliance Auditor

GENERAL = Part-Time - Security Guard and Greeter or - Part-Time - Administrative Auditor

GENERAL (2) = Part-Time - Security Guard and Greeter and Administrative Auditor

Portland Area

Photographer & Fine Artist

Self-Employed and Entrepreneur

OBJECTIVE

I possess strong experiences and accomplishments in management and life coaching skills developed a six month Intensive Outpatient Treatment program and its multiple aspects which included, ensuring new information and processes were being implemented through the duration and facilitated all groups personally as well as seeing them individually. I also worked with seniors helping them to get their needs met.

Reorganized the filing and archival systems for easy access for personnel and inspectors. I assisted the Executive Director in making improvements to a residential program.

Excellent rapport building techniques led to very effective communication and trust. When appropriate, a more directive approach was used to motivate the client in making healthier choices and reevaluates counter-productive decisions establishes clarity and personal responsibility leading them to being productive citizens in their communities. Also, being extremely open to new ideas and being very detailed allowed me to use time with efficacy.

As a Lead Compliance Counselor, I audited all clinical data generated by therapists to ensure compliance to guidelines and be up-to-date readiness fashion for inspectors from multiple government agencies. I trained new employees and other personnel who needed ongoing issues addressed regarding company policies and procedures.

Strong work ethics and consistent follow through, allowed me to maintain high personal standards over several employment opportunities and entrepreneurial endeavors over the last 25 years.