**Michele K Casebeer**

503-998-1365

**Highlights of Qualifications**

* Extensive experience providing excellent customer service to diverse cultures
* Strong interpersonal skills
* Demonstrative computer skills including Office Suite and program languages
* Self motivated, dependable, and detail oriented
* Work well in team oriented environment

**Professional Experience**

* Coordinated and hosted various large and personalized activities as well as events for clients.
* Provided personalized care for numerous clients including client follow up.
* Worked in accounts receivable department for large retail facility while also overseeing quality assurance
* Served as a customer advisor and worked in sales promotion
* Assisted clients with activities of daily living
* Provided personal assistance to clients who were cognitively impaired

**Employment History**

2011-Present **Healthcare Assistant** Willamette View

2010- Present **Healthcare Assistant** Marquis At Home

2008 – 2009 **Healthcare Assistant** McLaughlin Place

2006 – 2008 **Service Consultant/Accounts Receivable** Nordstrom

2002 – 2006 **Service Consultant/Event Coordinator** Holladay Park Plaza

**Education**

* Cambridge College
* Franklin High School