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| 22 Stephanie Cir, Springfield, MA•413-439-5088•chrissymetras26@gmail.com | | | |
| Chrissy Metras | | | |
| Objective | | | |
| Looking for a challenging and rewarding position with room for growth, which utilizes my strong interpersonal, organizational and leadership skills. I want to use the skills that I have gained in Nursing to excel in another field. I am able to prioritize and am excellent at multitasking. I have experience with deadlines and have the ability to work calmly under pressure. I have experience with conflict resolution and was frequently called upon by co workers and management to solve problems and lead the team in any emergency situations. I have the ability to anticipate and quickly address any customer needs or concerns. | | | |
| Experience | | | |
| Aug 2008 – Sept 2011 | | Fresenius Medical Care | Palmer, MA |
| Registered Nurse  * Worked with multidisciplinary team to ensure safe and successful dialysis treatments. * Chosen as Anemia Manager by D.O.N and successfully improved results * As team leader, delegated responsibilities to licensed and unlicensed staff * Assisted Clinical Manager with daily billing, admitting new patients and follow up education. * Developed and implemented care plans, assisted C.M. with scheduling for the unit, and interviewing new staff. * Assisted C.M. in running monthly staff meetings along with CQI meetings. | | | |
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| July 2003-Aug 2008 | | Baystate Medical Center | Springfield ,MA |
| Registered Nurse  * After a year of working as a staff nurse was promoted to Charge Nurse. Responsible for 7 nurses and 6 Nurses Aides along with 42 patients every shift. * Promoted to intercare nurse after 2 years and began working with pt’s that had multiple complex diagnoses. This required telemetry monitoring, ICP monitoring, and advanced neurological assessments. * Learned to have excellent personal time management skills along with excellent abilities to multitask. | | | |
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| Sep 2000 – Aug 2003 | | Walgreens | Springfield, Ma |
| Pharmacy Technician  * Certification obtained as Certified Pharmacy Technician as well as continuing education. * Worked under direct supervision of Pharmacist dispensing prescription drugs and other medical devices to patients and instructing on their use. * Performed administrative duties such as reviewing prescription requests with doctor’s offices and insurance companies to ensure correct medications are provided and payment is received. * Prepared compounding of medications, provided advice for non prescription medications. * Inventories completed monthly, tracked medication and supply orders, follow up on payments and other administrative tasks. Answering all incoming phone calls, entering all prescriptions into computer system. Frequent communication with insurance companies for proper billing and prior authorizations. | | | |
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| July 1998 – Sep 2000 | | Walgreens | Springfield, Ma |
| Cashier  * Ensured that each customer received outstanding service by providing friendly environment, which included greeting and acknowledging every customer. * Maintained outstanding standards, solid product knowledge and all other aspects of customer service. * Maintained an awareness of all promotions and advertisements. * Accurately and efficiently rang on registers and accurately maintained all cash and media. * Communicated customer requests to management. * Maintained orderly appearance of register area and supplies stocked. * Assist with managers in setting up for each season. Hanging and organizing shelves for all inventory and help to maintain displays. | | | |
| Education | | | |
|  | Springfield Technical Community College | | Springfield, Ma |
| Associates in Nursing 2003 Associates in Liberal Arts | | | |
| References | | | |
| References are available on request. | | | |