

# Melissa Anderson

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Personal Care Assistant with 5+ years of experience. Passionate about helping senior citizens engage with their community and maintain an active lifestyle. Courteous, patient, and adaptable to each clients pace of progress toward personal health goals. Recently demonstrated success in a mentor role for new hires.

## Key Skills

- Activities of Daily Living (ADLs)
- Allergy & Infection Prevention
- Client Transport
- Cross-Discipline Collaboration
- Daily Meal Preparation
- New Hire Training & Support
- Patient & Family Relations
- Patient Bathing & Personal Hygiene
- Patient Care & Support
- Regulatory Compliance
- Reporting & Documentation
- Task Prioritization

## Professional Experience

### Personal Care Assistant

*BVG Home Care Services, Miami, FL / December 2017 to Present*

- ◆ Help clients engage in daily living activities and outings suited to their mobility level
- ◆ Facilitate weekly laundry, cleaning, and other household chores
- ◆ Carefully document work activities to reinforce overall case management and legal compliance
- ◆ Consult with nurse to maintain up-to-date understanding of each client's broader plan of care
- ◆ Recently took on additional role training and coaching four new hires

## Education & Credential

### Bachelor's Degree

University of Florida, Gainesville, FL | 3.8 GPA | magna cum laude

### Basic Life Support (BLS) Certification