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Objective / Summary

To obtain a position that will allow me to utilize my educational and professional experience within the Criminal Justice/Health Profession field with the opportunity for growth and advancement.

Education

Everest College Dallas – Associates of Applied Science Degree, Criminal Justice.

Graduated: May 2011 - Deans list 2009, 2010, 2011.

Criminal Justice Internship - City of Lancaster Police Department.

Completed over 120 hours of Internship under the direct supervision of Chief Keith Humphrey.

Professional Employment Experience:

PCT/ Mental Health Technician, ICU Tech, Rehab Unit UT Southwestern Medical Center, Dallas, TX September 2016-Present.

Admitted patients onto the psych unit.

Recorded vital signs and prepared patients to meet with their physician.

Assisted with daily ADL's, ordered meals and maintained a clean safe environment.

Facilitated group meetings with patients to explain unit rules and compliance with the program.

Assist nurses/Doctors prep patients for ECT brain treatment with supplies and instruments.

Clean and sanitize making sure all areas are sterile and bags tagged color coded when done in the operating room.

Assist patients in recovery after their procedure and getting them ready to discharge.

Mental Health Technician, Dallas Behavioral Healthcare, Desoto, TX February 2016- August 2016

Assisted patients with daily activities while in the program.

Transported patients to and from meetings and appointments.

Conducted group exercises to ensure that the patients had the best care.

Recorded vital signs and helped patients prepare to see the doctor.

Teacher Assistant, Autism Treatment Center of Texas, Dallas, TX July 2015-February 2016

Gave extra assistance to children with special needs and those for whom English was not their first language.

Provided support to children with mathematics, reading, and writing on an individual or small group basis.

Helped develop programs of learning activities and how to adapt appropriate materials.

Community Support Specialist, Phoenix House Adolescent/Adult Facility, Lancaster TX, November 2012-May 2015

Acted as a group facilitator during meeting; assisted in guiding the discussion and adhering to state and federal compliance guidelines. Prepared and maintained accurate documentation in accordance with policy and procedures and government regulations regarding a community correctional facility. Monitored offenders on units including conducting searches and making sure rules were followed.

Transported offenders to and from medical appointments.

Distributed medications according to guidelines and doctor orders.

Maintained daily roll call sheets.

City of Lancaster Office Assistant, Lancaster TX, December 2009/April 2012

www.Lancaster-tx.com

Completed and maintain time and attendance forms and inventory lists.

Assertive and interpret group interests, evaluate equipment and facilities, and adapt activities to meet participant needs.

Encouraged participants to develop their own activities and leadership skills through group discussions.

Meet with staff to discuss rules, regulations, and work-related problems.

Directed special activities and events such as: aquatics, gymnastics, and performing arts.

Technical Skills:EPIC, Microsoft Word, Excel, Power Point, CPR, AED,BLS,SAMA

References: Available upon request.