

Kimberly E. Williams

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Versatile and dependable Sterile Processing Technician with strong communication skills. Adept in working well with others, independent thinker and worker. I am proficient in making proper level of materials and decision to getting the job done. I have 18 years experience being Sterile Processing Technician, I'm seeking to acquire a permanent position where my knowledge of skills and experience will contribute and utilized to the success of your company.

Authorized to work in the US for any employer

Work Experience

Lead Sterile Processing Technician

Arlington Memorial Hospital - Arlington, TX
April 2018 to Present

I am a leader on the 3rd shift my job is to make sure all the instruments are all done. Making sure all cases have been pulled, finishing all the need list for all cases carts. Double checking for filters are place. Checking and making sure all the locks are in place and sterile and also checking for any punctures in the wrapped instruments and peel pouches. Also making sure case carrots are pulled correctly. Making sure to check the list for cameras and scopes. Checking all the emergency carts (Heart, Trach, Neuro, and Ortho).

Lead Sterile Processing Technician

Medical Center of Plano - Plano, TX
January 2016 to Present

Setting up all services in the Operating Room and other departments (Endoscopy, NICU, CathLab, Nursery etc....) Running Bowie Dicks on all the steam autoclaves, running all biologicals on steam and plasma autoclaves. Doing all controls for all of the autoclaves. Running tests for washers and sonics.

Sterile Processing Technician

Forest Park Medical Center of Dallas - Dallas, TX
September 2009 to October 2015

Responsibilities

Worked in decontamination, setting up all O.R. instruments, loading up all the autoclaves (steamed, sterrad 100nx, and also the sterris, pulled cases, clean up equipment,

Accomplishments

working as a team player, having a positive attitude at all times, worked effectively under time constraints, blending well with other.

Skills Used

Endoscopy

Scanner

Computer
Pull Cases

Orthodontic/Oral Surgery Assistant

MONARCH DENTAL - Mesquite, TX

May 2001 to August 2009

- Cared for patients with setting appointment, assisted the doctors when needed, radiographs, impressions, pictures, sterilization, dealing with lab cases, reviewing schedules, records, filing, ordering all orthodontic supplies
- Provided assistance with most front office duties updating insurance info, patient medical history, checking patients in & out, scheduling appointments, answering phones etc.
- Educated patients on diagnosis and dental procedures, proper clinical treatment and the need to complete. Developed strong patient relationships which encourage patient loyalty.
- Assisted all oral surgeons during a variety of treatment/surgery procedures using sedation surgery or local anesthetic; extractions, implants (noble and zimmer), bone grafts, exposure and bracket, biopsy, incision and drainage, and writing chart notes.

Sterile Processing Technician/ScrubTech./ Anesthesia PRN

Medical Center of Plano - Dallas, TX

September 1997 to April 2001

Responsibilities

clean and sterilize all of O.R. & O.B. GYN instruments making sure that they were all set up properly, loading up all the instruments in containers with the right paper work inside and the right kind of monitor with correct date on the and the key

Accomplishments

Scrub nurse, Anesthesia Technician and Endoscopy Technician

Skills Used

Clean all the instruments for endoscopy
and be at the nurses side at all time

Bougie Cords

Trachotomy Tubes

Macgills Forceps

Medical Terminology of body

Sterilization of instruments

Setting up your instruments to the doctor in the form he or she likes it

Scopes

Some General activities

Sterile Processing Technician

Parkland - Dallas, TX

August 1988 to August 1997

- Decontaminated and sterilized instruments and equipment; assembles, wraps, labels and sterilizes trays of instruments, scopes and other medical equipment.

- Monitored biological and chemical solutions to ensure consistency and quality decontamination of instruments, scopes and equipment.
- Coordinated instrument, scope and equipment needs with the Operating Room, Clinics and other end users.
- Verified sterilization, washing and decontamination equipment is functioning properly.
- Inspected instruments and equipment for functioning and damage, discards and replace broken instrument.
- Selected the appropriate method of sterilizing all materials and instruments used in medical center.
- Stocked, rotated and pulled supplies following first in first out procedure.

Education

Diploma

A.Maceo Smith - Dallas, TX
1980 to 1983

A. Maceo Smith

High School - Dallas, TX

Skills

Massage hearts, worked as a Surgical Tech and Anesthesia Tech. help set up the retractors for the patients., Anesthesia Technician, Customer Service, Retractor Holder, Pulling Cases of all services, Computer Skills, Delivering Hospital Equipments, Scope Holder, Endoscopic Technician, Central Supply Knowledge, Have knowledge of robotics instrumentation, Have knowledge of spine instrumentation, Have the knowledge of bariatric instrumentation (1year), I have knowledge on all plasma autoclaves (V-PRO and the Sterrad) also have knowledge of the ETO which most hospital doesn't use anymore. (4 years of the V-PRO) and (9 years of the Sterrad and ETO), Have knowledge of baritric instrumentation (1year)

Certifications/Licenses

BLS/CPR, Ceritified Nurse Aide

August 2016 to August 2018

Additional Information

Charlston Methodist Hospital1991-1993(PRN)
Medical City Hospital 1993-1996(PRN and calls)
Doctor Hospital 1996-1997(PRN and calls)

Zale Lipshy Hospital 1997-1999(PRN)

These are other facility I worked as Sterile Technician