**Sharon Renee Robison**

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(214) - 527- 7370

**Objective:** To contribute to your company’s success through the efficient use of previous experience and skills while growing to achieve long term relationships with my patient’s and to better their quality of life.

**Education**

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**Mountain View College Workforce and Continuing Education,** Dallas, TX **May 2018**

*Certified Nurse Aide I & II*

**Professional ExperienceWalgreens**, **Lancaster,** TX – **Pharmacy Store**  *Customer Service Associate (CSA)* Feb 2016 – Present

* Process customer service returns, answer questions about merchandise, and manage exchanges.
* Put up signage regarding clearance items and changes to store regulations.
* Utilize innate analytical and people skills to quickly become a reliable proficient customer service representative able to work independently.
* Organize restocking of department shelves and submit new inventory orders when needed.
* Complete shift start/end duties and generate report for management.

24 K – Care, Desoto, TX – In-Home Health Care

***Patient Care* Sep 2017 – Present**

* Perform perineal care, catheter care, combing hair and feeding residents.
* Launder clothing and bedding, and change linens.
* Maintain patient living environment clean, neat, and free of safety hazards.
* Distribute medications to patients according to their daily schedules.
* Engage patients in activities appropriate to their understanding and ensure their well-being.

Q & A Health Services, Desoto, TX – Home Health Care

## Caregiver Mar 2012 – Sep 2015

* Managed patients schedules and ensured all doctor’s appointments where kept.
* Administered medications following doctor’s instructions.
* Assisted with providing quality care for both the elderly and disabled.
* Actively assisted patients with day-to-day activities including personal hygiene and grooming.
* Listened to patients, provided companionship, and engaged in support for each patient.

# Summary of Skills & Qualifications

Microsoft Office Suite

Care Plan adherence

Effective Communication

Highly Organized

Meal preparation

Scheduling

Companionship and Games

Resourceful

**\*References available upon request**