**ADRIA CAIN**

1113 Capetown Dr.⏐Grand Prairie, TX 75050

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**OBJECTIVE**

Obtain a Graduate Nurse position where I can utilize and enhance my nursing skills and become a valued member of a compassionate care team.

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**EDUCATION**

**Texas Tech – Bachelor of Science Degree in Nursing** Aug 2020 – Dec 2021

* Intended

**Associate of Science in Nursing** Graduation: May 2019

Tarrant County College, Fort Worth, TX

* GPA 3.54
* Member, Phi Theta Kappa Honors Society
* Member, AWHONN
* Completed semesters: Foundations, Adult, Mental Health, Pediatrics, Obstetrics

**Medical City Arlington** Spring 2019

* Nursing Student: Intensive Care Unit, Emergency Department, Cath Lab, Heart/Vascular Center, Cardiovascular Intensive Care Unit, Endoscopy

**Cook Children’s Medical Center, Fort Worth, TX** Fall 2018

* Nursing Student

**Texas Health Harris Southwest, Fort Worth, TX** Fall 2018

* Nursing Student: L&D, Mother/Baby

**Wellbridge Healthcare** Summer 2018

* Nursing Student

**Baylor Scott & White All Saints, Fort Worth, TX**  Spring 2018

* Nursing Student: Medical Surgical, Progressive Care Unit, Cath Lab, Operating Room, Endoscopy

**Kindred Hospital, Mansfield, TX** Fall 2017

* Nursing Student: Intensive Care Unit, Medical Surgical

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**PROFESSIONAL EXPERIENCE**

**A-Ward Custom Installations, Arlington, TX**  Apr 2015 – Dec 2019

Customer Service Representative

* Process incoming customer purchase orders and verify labor charges from Lowe’s and The Home Depot
* Act as liaison between A-Ward installers, product suppliers, and customers to ensure a smooth installation process for the customer
* Assist executive staff with special projects as needed

Global Acceptance Credit Company Feb 2006 – Aug 2012

Executive Assistant

* Process Customer payments, ensuring privacy of credit card and personal information
* Order and distribute office supplies for office of 50+ employees
* Oversee equipment maintenance and repairs
* Train and supervise administrative staff
* Coordinate quarterly Executive Board Meetings

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**Certifications & Skills**

**Basic Life Support** Current – July 2019

* American Heart Association

**Electronic medical charting**

* Epic