

# Maria Quintana

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To obtain a position with an organization that would utilize previous experience while enhancing and/or encouraging personal and professional development; setting ground for challenging opportunities in the future.

Authorized to work in the US for any employer

## Work Experience

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### Caregiver

Always Here Homecare

March 2019 to June 2019

- Meal prep
- Light housecleaning
- Medication reminders
- Companion
- Assisted with bathing

### Radio Host

Mega Boston

2017 to 2018

Private home care 2009-2017

- Checked vital signs
- Meal preparation and feeding
- Assisted with bathing
- Light house cleaning
- Administered insulin

## Education

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### Associate in Nursing

Laboure College - Milton, MA

December 2019 to Present

### medical assistat cert

The Salter School - Malden, MA

2007 to 2008

West Roxbury High School

2002 to 2004

## Skills

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- Type 45 wpm
- Over 10 years' experience as a caregiver/medical assistant
- Fluent in English and Spanish
- CPR certified
- Trained in Phlebotomy
- Trained in administering injections
- Strong organizational and customer service skills
- Committed to working with people in diverse environment
- Proficient in Microsoft word
- Care Giver
- Home Health
- Personal Care
- Home Care

## Certifications/Licenses

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### **CPR/First Aid**

### **driver's license**

## Assessments

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### **Nursing Aide Skills — Expert**

December 2019

Providing nursing aid to patients using knowledge of relevant equipment and procedures.

Full results: [https://share.indeedassessments.com/share\\_assignment/zmykjfp56pp5y13p](https://share.indeedassessments.com/share_assignment/zmykjfp56pp5y13p)

### **Nursing Skills: Patient Focus & Orientation — Proficient**

December 2019

Addressing concerns and using sensitivity when responding to needs and feelings of patients.

Full results: [https://share.indeedassessments.com/share\\_assignment/iy3ijkwb-86q69v1](https://share.indeedassessments.com/share_assignment/iy3ijkwb-86q69v1)

### **First Aid — Highly Proficient**

December 2019

Treating common medical emergencies.

Full results: [https://share.indeedassessments.com/share\\_assignment/67smz32nv1gwiytq](https://share.indeedassessments.com/share_assignment/67smz32nv1gwiytq)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

## Additional Information

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Phi Theta Kappa Honors society member