

Jane J. Doe

222 Main Drive
Somewhere, MI 48888
(555) 555-1234
emailaddress@gmail.com

Professional Statement

Soon to be high school graduate with one year of experience in a hospital setting while enrolled in the Capital Area Healthcare Educational Partnership (CAHEP). I have been trained in many healthcare basics including CPR/BLS and First Aid Certified. Will be attending Lansing Community College in the fall to begin my degree in Nursing.

Skills

- Trained in performing patient assessments
- Trained in taking patient vital signs
- Familiar with common medical terminology
- Able to communicate effectively with patients and coworkers
- Trained in HIPAA/Patient Confidentiality
- Trained in Bloodborne Pathogen control
- Trained in Hospital Safety/Environmental Care

Awards and Certificates

- Certificate of Completion, Bloodborne Pathogens (September 2015)
- Certificate of Completion, Sexual Harrassment (September 2015)
- Age Specific Care Certificate (November 2015)
- Cultural Competency Certificate (November 2015)
- American Heart Association – CPR/BLS Certified (HCP level) (February 2016)
 - First Aid Certified (February 2016)
- Environment of Care Certificate (November 2015)
- Honor Roll (2012-2014)

Education

Capital Area Health Education Partnership (CAHEP), GPA: 3.0 Fall 2014-Present
Lansing, MI (located in Sparrow Hospital)

- A health exploration program, with mentorships and job shadows

Home High School, GPA: 3.0 Fall 2012-Present
Home, MI 48888 Diploma expected May 2016

- College Prep courses including: Honors Chemistry, AP Biology, Psychology, Sign Language 1&2

Experience

McDonalds June 2013-Present
Mason, MI Crew Member

- Cashier, Customer Service

Volunteer Experience

- Sparrow Hospital Volunteer – Summers 2014-2016
- Humane Society – Fall 2015
- Relay for Life – Spring 2016
- Penny Drive for Krohn's Disease – Spring 2016

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References

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