

Malerie Earle



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Objective - I am currently enrolled in the Software Development program at Keyin College. I am looking for part-time employment to supplement income and ideally, a job in this field to further my technical experience.

EXPERIENCE

S & P Data — *Customer Service Representative*

November 2022 - February 2023 in St. John's, NL

Responsible for incoming and outgoing calls regarding a variety of topics such as billing, technical support, sales and any other issues surrounding commercial satellite TV customers.

Fonemed (811 Healthline) - *Registered Nurse Counselor*

September 2020 - September 2021, in St. John's NL (Remote)

Telehealth counseling/assessment on medical issues, health questions, mental health support, pandemic guidelines, and other administrative tasks.

ExamOne — *Registered Nurse*

2015-2016, July 2020 - September 2020 in Happy Valley - Goose Bay & St. John's, NL

Responsible for insurance physicals including blood work, health questionnaires, and urine samples.

Horwoods Home Care & Community Services — *Home Support Worker*

May - September 2011, March 2019 - July 2020 in Central NL

Personal care, supervised parental visits, housekeeping and parent coach.

Private Home Care (Dementia) — *Home Support Worker*

December 2018 - February 2019 in Grand Falls - Windsor, NL

Personal care, housekeeping, and advocate for doctor appointments.

Horwoods Home Care & Community Services — *Registered Nurse*

April 2017 - May 2017 in Grand Falls - Windsor, NL

Peer reviewed existing training modules and developed new training modules.

Central Health — *Registered Nurse*

January 2016 - May 2017 in Gander, NL

Temporary float nurse on orthopedic inpatient floor.

Labrador Grenfell Health — *Registered Nurse*

September 2014 - December 2015 in Happy Valley - Goose Bay, NL

Registered Nurse in the inpatients unit - medical, surgical, long term care, mental health, & special care unit.

Planned Parenthood - *Sexual Health Coordinator for Memorial University*

January 2012 - April 2012 in St. John's, NL

Presentations in public forums regarding sexual health. Compiled resources for children and youth regarding self-esteem and self-esteem boosting activities.

Brookdale Country Inn - *Reception & Housekeeping*

June 2009 - August 2009 in Bishop's Falls, NL

Housekeeping, front desk, taking payments and bookings.

EDUCATION

Memorial University of Newfoundland and Labrador
St. John's, NL — Bachelor of Nursing (2014)

Leo Burke Academy
Bishop's Falls, NL - High School Diploma (2009)

SKILLS

- Proficient at technology & computer programs such as Microsoft Word, Microsoft Excel, PowerPoint, etc..

- Multitasking, time management, critical thinking, analytical and problem solving.

- Verbal and writing skills, data entry, & attentive communication.

- Able to effectively work independently and within a team.

References

Available upon request.