

Mary Breckinridge, CNA 1

1234 Fairview Drive, Beaverton, OR 97224

Home: 555-555-5555 | MB@somedomain.com

OBJECTIVE: CNA position with Visiting Angels

SUMMARY OF SKILLS

- Compassionate and technically skilled in attending to patients in diverse healthcare settings
- Excellent patient-care and charting skills gained through three years of experience as a CNA
- Skilled in prioritizing tasks in a fast-paced, challenging work environment
- Three years of customer service expertise
- BLS and CPR certified (current)

NURSING SKILLS **Completed 75 hours of clinical training at Providence Medical Center*

- Patient Care & Safety
- Diagnostic Testing
- Medical Terminology
- Electronic Medical Records
- Vital Signs & Patient Monitoring
- Medication Administration
- Privacy / HIPAA Regulations
- Patient Advocacy and Support

CUSTOMER RELATIONS

- Assisted customers with processing and returning merchandise
- Maintained a positive attitude in a stressful, fast-paced environment
- Trained and mentored new staff members
- Provided clear and effective English or Spanish communication
- Worked closely with other departments to ensure proper handling of challenging customer service complaints

EMPLOYMENT HISTORY

Avamere	CNA	20XX to current
Target	Customer Service Rep.	20XX to 20X

EDUCATION

Portland Community College	CNA 1 Program	Certificate earned 20XX
Madison High School	General Education	20xx graduate

**Took classes with a health focus: Healthcare Occupations, Chemistry, Biology*