

## TARGETED RESUME: Professional in Health Care

### First name Last name

111 South Street #101, Minneapolis, Minnesota 55407  
612-821-0000

### PROFESSIONAL PROFILE

**Certified Nursing Assistant** with more than two years long-term care experience caring for elderly and vulnerable adults. Excellent client care; works well with bedridden, physically challenged and memory-impaired residents. Commended for superior safety and attendance record. Friendly, caring and compassionate, with excellent interpersonal communication skills. Flexible: available days, evenings, weekends and holidays. Maintains confidential information.

### LICENSES AND CERTIFICATIONS

- Minnesota CNA license in good standing
- CPR certified

### SKILLS

- Multi-tasking
- Medical teamwork
- Bedside manner
- Infection control
- Health promotion and maintenance
- Creating a safe environment
- Good judgment in emergencies
- Pain management
- Acute / Critical care

### ACCOMPLISHMENTS

- Acknowledged for accurate completion of each resident's meal assessment and oral intake records and consistently ensuring a comfortable arrival time for their meals and activities.
- Complimented for respectful and dignified nursing care with resident's daily hygiene.
- Respected resident confidentiality and protected their privacy. Understand and follow HIPAA and protected health information (PHI) policies.
- Prevented personal and resident injury by strict adherence to procedures and proper equipment use when transferring, raising and lifting a resident.
- Followed directions of nurses and individual resident care plans.
- Recognized for completing job tasks efficiently and on time.
- Engaged residents with appropriate and personalized placement of their treasured keepsakes.

### PROFESSIONAL EXPERIENCE

*Certified Nursing Assistant*, Reliable Residential Care, St. Paul, MN 20\_\_ – 20\_\_  
*Certified Nursing Assistant*, Care Center, That Town, MN 20\_\_ – 20\_\_

### EDUCATION

**Community Technical College**, Metro City, MN December 20\_\_  
Nursing Assistant – Certified program

**High School Name**, That Town, MN June 20\_\_  
High School Diploma – Honors Student