

# ROBERT SMITH

## Assistant Care Director

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

---

### SUMMARY

Licensed Practical Nurse Highly skilled career professional with more than 5 years of practical experience in hospital/acute care, home health care, primary care, as well as long term care environments Proficient with computer software and electronic health documentation and record keeping that is required to ensure accuracy while maintaining patient confidentiality.

### CORE COMPETENCIES

Proficient With Computers. Ability To Type 80+ Wpm.

### PROFESSIONAL EXPERIENCE

#### Assistant Care Director ABC Corporation - 2014 – Present

##### Key Deliverables:

- Provides strategic leadership for resident care by managing, directing and monitoring the nursing team and medication care managers to promote the health and wellness of the resident population.
- Recruits hire and trains clinical team members; provides performance management and evaluation.
- Provides clinical training and education to nurses, care managers, and other team members.
- Collaborates with physicians, pharmacists, and other clinical providers to provide optimum care to residents.
- Leads to clinical quality and process improvement initiatives to mitigate risk and improve resident care outcomes.
- Built strong relationships with health care providers, including mental health services.
- Maintained quality assurance and implemented policies for infection control.

#### DIRECTOR OF NURSING

##### ABC Corporation - 2012 – 2014

##### Key Deliverables:

- Implemented nursing policy and procedures aimed at preventing accidents and injury.
- Hired all nursing department staff and developed staff work schedules.
- Completed weekly infection log; investigated reports of accidents and incidents.
- Reviewed all admissions records for pharmacy requirements and dietary recommendations.
- Serves as a job coach and mentor for all new hire rcds in a designated region.

# ROBERT SMITH

## Assistant Care Director

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

---

- Collaborates with sales partners to ascertain residents appropriateness for move-in.
- Performs resident assessments and develops individualized service plans.

### EDUCATION

Associate Of Science in Nursing - August 2011 to May 2012(Forsyth Technical Community College - Winston-Salem, NC )

