

# Robert Smith

## *Clinical Nutrition Assistant*

### PERSONAL STATEMENT

Persistent and driven; acquired a BA degree while serving in TXARNG and working a full-time job. Willing to learn and grow; passionate about achieving a challenging position that allows meaningful contributions to a company success. Great personality and people skills that inspires, encourages and motivates. Accurate computer skills Microsoft Windows, Internet Explorer, MS Office and Outlook. Efficient leadership, interpersonal, planning and communication abilities written and oral.

### WORK EXPERIENCE

#### ***Clinical Nutrition Assistant***

**ABC Corporation - January 2001 - March 2004**

##### *Responsibilities:*

- Administered heavy interactions with patients, family members, nursing and other healthcare professionals to handle patient nutrition/diet plans and concerns in a prompt and courteous manner.
- Maintained at all times a patient centered and service minded attitude in assisting and accommodating patients with information regarding their nutrition needs, meal ordering, instructions and any issues.
- Continuously walked and stood for long periods of time to meet patients and/or healthcare staff to receive or provide specific nutrition instructions.
- Managed and inputted detailed specific nutrition orders via specified computer software while handling constant interruptions and answering frequent phone inquiries.
- Maintained superior accuracy in patient history, charting and other documentation.
- Acquired specific knowledge and awareness of department/state regulatory (OSHA); regarding health and safety laws, proper food handling, patient privacy laws, etc.
- Served as a nutrition resource for coaches, sports performance staff, athletic trainers, food service personnel, and parents.

#### ***Clinical Nutrition Assistant***

**Delta Corporation - 2000 - 2001**

##### *Responsibilities:*

- Assisting patient with diet meal selections for the entire day and following day this (breakfast, lunch and dinner) Double checking patient trays for .
- After arrival of all trays for each meal period It was my duty to do a follow up to ensure that everything has been met to each patient needs.
- Patient advocate for assigned units for the birthing center and childrens center Recorded all inventory for all department floor supplies .
- Assist patients with ordering 3 daily meals.
- Assist nursing staff with retrieving correct patients nutrients such as Ensure or Boost Deliver the patients meals on the unit and also collect trays .

### **CONTACT DETAILS**

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### **SKILLS**

Microsoft Words And  
Epic, Planning Skills.

### **LANGUAGES**

English (Native)  
French (Professional)  
Spanish (Professional)

### **INTERESTS**

Climbing  
Snowboarding  
Cooking  
Reading

### **REFERENCES**

Reference - 1 (Company  
Name)  
Reference - 2 (Company  
Name)

- Assisted Dietitians with nutrition counseling and classes, research projects and charting in electronic medical records; Created nutrition education .
- Responsible for all duties pertaining to operational and clerical functions for patient menus.

## Education

BA In Health Education