

ROBERT SMITH

Jr. Direct Service Professional

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

SUMMARY

To seek employment in an environment where all skills may be utilized as an asset to further the company.

CORE COMPETENCIES

Adobe CS5 InDesign, Illustrator, Photoshop, Dreamweaver, Microsoft Office, Publisher, Excel, Open Office.

PROFESSIONAL EXPERIENCE

Jr. Direct Service Professional **ABC Corporation - April 2013 – May 2015**

Key Deliverables:

- Provided for the basic care and training of individuals with developmental disabilities including the areas of daily living skill development, speech.
- Bathed, groomed, and dressed individuals, monitoring their appearance to ensure that each person is dressed and groomed appropriately.
- Supervised individuals during meals by serving family-style and eating with residents.
- Assisted individuals during in-house activities by conducting therapeutic activities, such as physical exercises, occupational arts, and crafts, and recreational games.
- Reported the development of individuals by observing and documenting individual health care issues via communications log.
- Prepared and serve all meals and snacks per the guidelines of a dietitian.
- \${job_description7}

Direct Service Professional **Cardinal Of Minnesota LTD. - 2012 – 2013**

Key Deliverables:

- I would take care of disabled people.
- Dressing, transfers, bathing, grooming, feeding and hygiene cares.
- Would also do household cleaning, answer the phone, cook, and take clients out to jobs and volunteer work.
- Behaviors of clients would be better, because of the way I worked with them.
- Clients were happy with their home.
- Skills Used Knowledge of properly handling behavioral issues, certified in CPR and first aid.
- This is Dummy Description data, Replace with job description relevant to your current role.

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EDUCATION

CERTIFICATION OF PHELBOTOMY in nursing - (SOUTH FLORIDA STATE COLLEGE - Avon Park, FL)

