ROBERT SMITH

Home Health Assistant/Co-ordinator

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SUMMARY

Enthusiastic, self-motivated customer service specialist with multiple years in fast-paced customer service and call center environments.

SKILLS

Leadership, Business Skills.

WORK EXPERIENCE

Home Health Assistant/Co-ordinator

ABC Corporation - January 2001 – January 2007

- Maintained records of patient care, condition, progress, or problems to report and discuss observations with supervisor or case manager.
- Provided patients with help moving in and out of beds, baths, wheelchairs, or automobiles and with dressing and grooming.
- Entertained, conversed with, or read aloud to patients to keep them mentally healthy and alert.
- Planned, purchased, prepared, or served meals to patients or other family members, according to prescribed diets.
- Administered prescribed oral medications, under the written direction of a physician or as directed by home care nurse or aide.
- Directed patients in simple prescribed exercises or in the use of braces or artificial limbs.
- Cleaned contaminated hospital and operating room equipment.

Home Health Assistant

ABC Corporation - 1999 – 2001

- My responsibilities consisted of checking her vitals, administering her medication, and giving her breathing treatments.
- Also would drive her to various appointments, and other places she needed to go.
- Performed light housekeeping duties as well.
- Her daughter Lauren Sweeney was able to supervise my duties at the time.
- Mrs.
- Sweeney passed away, and thats when my assistance was no longer needed.
- Awards and Honors Presidents Lists.

SCHOLASTICS

- Bachelor of Social Work in nursing - (BRESCIA UNIVERSITY - Owensboro, KY)

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