

Professional Experience

Professional Caregiver

Help at Home, Charlotte, NC | April 2010-Present

- Successfully managed schedules for 6+ patients weekly, including coordinating doctors' visits and other errands
- Assisted many clients with the maintenance and sanitation of their homes
- Performed routine medical care and maintained medical equipment according to instructions provided by healthcare professionals

Home Health Aide

Healthy at Home, Charlotte, NC | February 2006-March 2010

- Assisted homebound clients with the activities of daily living such as bathing, dressing and personal hygiene tasks
- Administered medication according to instructions and maintained an up-to-date journal of medications taken
- Performed light housekeeping duties including meal preparation and changing bed linens
- Reported any changes in physical or cognitive condition to family and/or medical providers

Education

Associate Degree in Emergency Medical Science, 3.91 GPA

NC Community College, Charlotte, NC | August 2008-June 2010

Certifications

- National Emergency Medical Technician Certification, NREMT, Certified 2011
- License status: Current

Katie Williams

555 Uptown Avenue,
Canton, OH, 12345
youremail@example.com
(111) 222-3333

Compassionate caregiver with more than 12 years of experience engaging seniors living at home to improve activity levels and general wellness. Skilled at housekeeping and cooking, creating a warm and welcoming atmosphere in the home, allowing seniors to delay or avoid transfer to a nursing home for 5+ years, on average. Skilled at working with a diverse array of clients and sensitive to cultural differences.

Key Skills

- Compassionate bedside manner
- Detail-oriented and experienced with geriatric patients
- Excellent communication skills
- Highly organized with good time management