

Amy Bradford

Objective

To search a position as a professional of a business that will allow me to use my skills and experience to provide the required services and give an opportunity to advance.

Experience

12/2007-04/2013 HealthSouth Rehabilitation Hospital Beaumont, TX

Physical/Occupational Therapy Technician

- Assisted residents with bathing, transferring, feeding and lifting.
- Knowledge of keeping patient area properly sanitized between visits with appropriate cleaning solutions.
- Maintaining a good attitude and professional appearance at all times.
- Assist patients with daily functions
- Worked as part of a team to ensure proper care of body mechanics and safety of the patient.
- Assist patients with hygiene and grooming.
- Took and recorded patient's temperatures, pulse and blood pressures.
- Maintained patient's privacy and confidential information.
- Followed infection control procedures.

06/2012-05/2013 Synergy Homecare Agency Beaumont, TX

Caregiver

- Help clients or residents with Activities of Daily living
- Change bed linens clean and iron resident's laundry as needed
- Create and maintain a pleasant work environment
- Help with sanitation and housekeeping duties
- Provide clients or resident's with transferring in and out of bed, wheelchairs, and cars
- Talk and give clients companionship
- Take Vital Signs per request by client or resident
- Maintain responsibilities such as uniform, arriving on time

Events Only Spice of Life Catering Company Beaumont, TX

Server

- Basic preparation of food
- The serving of meals ensuring correct portion control
- General kitchen duties
- Preparation of the dining area, including the erection and dismantling of serving equipment
- Ensure food hygiene and health and safety regulations are followed at all times

Education

07/29/2013- Present Carrington College California Pleasant, Hill, CA

In Progress

- Dean's List

References

Angela DeMore
4460 Fortune Lane
Beaumont, TX
409.338.8662

Robbin Crawford
3340 Plaza Blvd.
Beaumont, TX
409.678.2264 / 409.839.3360

Katrina Wilson
2390 Eastex Freeway
Beaumont, TX
409.861.2000

Amy Bradford

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Hiring Personnel
Acrobat Staffing Agency
665 3rd Street #245
San Francisco, California 94107-1953

Dear: Sir or Madam:

This letter is to introduce myself and to let you know of my interest in becoming a part of your company. The enclosed resume will furnish you with information concerning my overall employment background, training, education and skills. My work abilities are backed up with experiences and knowledge. I assure you that I can successfully fulfill any obligations requiring of any responsibility upon your company.

In each of my previous job experiences, I have performed my assignments with a high degree of skill and professionalism. My current objective is to obtain a position that will fully utilize my skills and offer an opportunity for continued professional growth.

I believe in excellence and have always dedicated myself, my talents and my creative abilities to assure the successful accomplishment of any company goals. My positive attitude and willingness to give 150% makes me a valuable asset to any organization that would employ me. I am confident that my skills will be an asset and have a favorable impact in your organization. I look forward to hearing from you in the near future and hopefully to schedule an interview in which I hope to learn more about your company. It's goals and plans and how I may be able to contribute to its continued success and growth.

Thank you for your time.

Sincerely,

Amy Bradford