

# ROCHELLE TURNER

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## ***Objective***

To obtain a full time/ part time position while attending school to become a registered nurse.

## ***Experience***

08/2012- now

The Pour House

Chico, CA

### ***Server***

- Greet and seat customer
- Place order in timely fashion
- Make drinks for customers and other team members.
- Run food, maintain cleanliness of store, stock, prep, assist other team members
- Ensure customers are enjoying their food and experience.
- Help with Togo, banquets, buss tables, dishes or any tasks needed.

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03/2010- 08/2012

Chili's Bar and Grill

Chico, CA

### ***Bartender/ Server /MA/QA***

- Greet and seat customers
- Place orders in timely fashion
- Make drinks for other team members and my guest
- Help run food, maintain cleanliness of store, and assist other team members.
- Make sure guest experience at chili's is the greatest experience
- Do table touches as MA, help all team members with voids, comps, processing payments.
- Set trays up with food to be ran.

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11/2007-03/2010

Chili's Bar and Grill

Sacramento, CA

### ***Bartender/ server***

- Greet and seat customers
- Place orders in timely fashion
- Make drinks for other team members and my guest
- Help run food, maintain cleanliness of store, and assist other team members.
- Make sure guest experience at chili's is the greatest experience
- Set trays up with food to be ran.

## **ROCHELLE TURNER**

08/2006-11/2007

Timothy Jackson DC, Ted Sneed PhD

Carmichael, CA

### **Office manager**

- *Schedule appointment- both doctors*
- *Insurance billing and follow up on denied claims, billing patients.*
- *Phones, fax, filing, cleaning office*
- *Collecting co-pay's from patients.*
- *Insurance authorizations for chiropractic benefits and mental health*

4/2001-6/2006

Sutter Memorial Hospital

Sacramento, CA

### **Scheduling coordinator, surgical services/ unit secretary/ nursing asst.**

- *Scheduling surgical procedures for all types of services.*
- *Ensuring Surgeon/ Department needs are met both efficiently and effectively for patient safety.*
- *Answering multi- line phone. Calls ranging from emergency surgeries to floors needing supplies.*
- *Utilizing computer system to charge for surgical procedure and supplies used in cases, preparing logs for tracking records.*
- *Coordinating emergency cases for the evening. (Staff, supplies, floors, etc.)*
- *Help patients with daily activities (hygiene, food intake, ambulation, activities and other tasks delegated by the RN.)*
- *Prepare patients for open-heart surgery (shower, shave).*
- *Take doctor orders off chart and entering them into the computer, filing, answering multi-line phone, copies.*

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### **Education**

Butte College CNA  
program. 2013

- *Los Rios Community College*
- *General education classes required for the RN program.*
- *Graduated from Summerville High School, Tuolumne, CA 1998.*
- *Sonora High ROP program, to obtain CNA license.*

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### **References**

Andrea Lembach      916-524-3535

Scott Meier            916-929-5838

Emily Ross            702-374-4674

Jolene Fagerle        916-247-4556