

## Clifford E. Ricks

### NURSING AIDE/ORDERLY

#### SUMMARY OF QUALIFICATIONS

Driven, hardworking and intelligent individual with strong sense of initiative. Enjoy physical and challenging work; frequently volunteer for tough jobs. Athletic; able to lift 50lbs. Follow directions well and a quick learner who is able to train others. Detail-oriented; always maintaining clean and healthy practices. Good communicator with people of any background. Positive attitude; get along well with others. Efficient time manager with ability to multitask.

#### RELATED EXPERIENCE AND SKILLS

- Assisted residents with dressing, grooming, eating, bathing, using the restroom, exercising, and range of motion
- Changed bed linens, made beds and kept room clean and orderly
- Assisted residents with transfers, ambulation, and exercises under the direction of therapists
- Performed procedures such as taking vital signs, monitored IVs collecting specimens, enemas, application of anti-embolism stockings, admission, transfers and discharge procedures
- Documented tasks performed, followed established standards for charting accurately, timely, completely, and legibly
- Communicate pertinent information to the licensed nurse in a timely manner
- Answered call lights promptly; anticipate residents' needs and made timely rounds to assigned residents
- Delivered care in a manner that preserved and protected resident autonomy, dignity and rights; maintained residents' confidentiality

#### WORK EXPERIENCE

Nursing Aide/Orderly	Eaton Nursing Care Center	Los Angeles, CA	1987-1988
Direct Care Technician	Crenshaw Hospital	Los Angeles, CA	1982

#### VOLUNTEER EXPERIENCE

Mental Health Outreach	Hollywood, CA	1987
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- One on one monitoring of patients outside of their rooms to ensure their safety
- Answered calls on suicide hotline; provided crisis management by ensuring person's safety and giving emotional support; gave information and referrals when appropriate
- Charted patients activities, moods, and affect

Braille Institute for the Blind	Los Angeles, CA	1982
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- Interacted with the visually impaired by assisting them to appointments, assisting in projects, and socializing with them
- Coordinated and planned events for participants; chaperoned group outings with participants

#### EDUCATION

15 Units towards Health Services Degree completed	Webster Community College	Los Angeles, CA
General Education Diploma	Sunny Valley Charter School	Sunny Valley, CA