

Latonya Williams
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OBJECTIVE: Seeking a position as a Patient Care Tech or in a laboratory setting, where I can apply my past experience and skills and to grow professionally while contributing to the overall success of the company.

MEDICAL SKILLS

- Patient care tech
- Wound debridement
- Wound care
- EKG Tech
- Folded Catheter
- Vital Signs
- Patient grooming
- Phlebotomy
- Venipuncture
- Butterfly sticks
- Finger sticks
- Injections

LABORATORY SKILLS

- Fast protein liquid Chromatography
- Centrifuge
- Mass Spectroscopy
- Ion Exchange Chromatography
- Microscopes
- Plaque Assays
- Viral Titrations
- Tissue Cultures
- Cell Cultures

EDUCATION:

Georgia State University, Atlanta, GA May, 2015
Bachelors of Biology, Minor Chemistry

Center for Progressive Training, Riverdale, GA May, 2012
Certified Patient Care Technician (PCT), Phlebotomy, and EKG

Atlanta Metropolitan State College, Atlanta, GA May, 2011
Associates Degree- Biology

HEALTHCARE AND LABORATORY EXPERIENCE:

Grady Memorial Hospital, Neuro ICU/ MICU/ SICU/ Burn Center ICU, Atlanta, Ga 2015- Present
Patient Care Tech

- Assist with Venipuncture, Foley's, collecting specimens, wound care and debridement, intubations, and other ICU/Step down procedures.
- Responsible for providing age-appropriate, culturally and ethnically sensitive care, maintaining a safe environment, collecting information, communicating effectively, and utilizing technology.
- Provides personal care of selected patients, assists with activities of daily living, provides comfort measures and nourishments, and performs selected tasks

Private Home Care, Atlanta, GA 2010- Present
Primary Care Provider

- Responsible for the care of terminally ill patient suffering from Asthma and bronchitis on Venerator , Diabetes, Congested Heart Failure, High blood pressure, morbid obesity, neuropathy, etc.
- Learned the basics of assessing patient vital signs and assisted with all aspects of daily care, including bathing, feeding, blood draw, and dressing

Exclusive Women's Healthcare, Riverdale, GA 2012
Patient Care Tech/ Back Office Assistant Extern

- Patient care tech assisting doctor in OB/GYN procedures, such as pap smears, Stool occults, and cervical cryosurgeries
- Assisted in front desk and back office work, while triaging patients

More House School of Medicine, Atlanta, GA May, 2006- Present
Volunteer

- Assisted in administrative office work and was also a part of the med post program

Environmental Protection Agency Atlanta, GA May, 2011- September, 2011
Biological Science Technician/ Summer Intern

Multiple Choice (6 points)

B

1) Carbonation _____ the rate of intoxication.

- a) Slows down
- b) Speeds up
- c) Does nothing to

B

2) What are the six most commonly used spirits?

- a) Sweet and Sour, Triple Sec, Grenadine, Midori, Lime Juice and Cranberry Juice
- b) Vodka, Whiskey, Gin, Bourbon, Rum and Tequila
- c) Chardonnay, Cabernet Sauvignon, Champagne, Merlot, Sauvignon Blanc, Zinfandel
- d) Kahlua, Vodka, Frangelico, Gin, Tequila, Spiced Rum

B

3) You can accept an expired ID as long as all other information is correct.

- a) True
- b) False

A

4) If someone has had too much to drink, serving them coffee will help sober them up.

- a) True
- b) False

D

5) What are the acceptable forms of ID for Alcohol Consumption?

- a) State or Government Issued ID Card or Drivers License
- b) Passport or Passport ID Card (as long as it lists the person's date of birth)
- c) School ID or Birth Certificate
- d) A & B
- e) A, B & C

B

6) If there is no shaker tin available to scoop ice for a drink, it is okay to use a glass.

- a) True
- b) False

Vocabulary (9 points)

Match the word to its definition

C "Straight Up"

a) Used to crush fruits and herbs for craft cocktail making

F Shaker Tin

b) Used with the Shaker Tin to prevent solid material from entering a cocktail glass when poured

T "Neat"

c) To serve chilled liquor in a chilled stemmed cocktail glass with no ice

A Muddler

d) To pour $\frac{1}{2}$ oz of a liquor on top

B Strainer

e) Used to measure the alcohol and mixer for a drink

J Jigger

f) Used to mix cocktails along with a pint glass and ice

S Bar Mat

g) Used on the bar top to gather spills

G "Float"

h) Requesting a separate glass of another drink

D "Back"

i) Means to serve spirit room temperature in a rocks glass with no ice

Servers Test

Multiple Choice

A

D

A

B

D

D

- 1) Food is served on what side with what hand?
 - a) On the left side with the left hand
 - b) On the left side with the right hand
 - c) On the right side with the left hand
 - d) On the right side with the right hand
- 2) Drinks are served on what side with what hand?
 - a) On the left side with the left hand
 - b) On the left side with the right hand
 - c) On the right side with the left hand
 - d) On the right side with the right hand
- 3) Food and drinks are removed on what side with what hand?
 - a) On the left side with the left hand
 - b) On the left side with the right hand
 - c) On the right side with the left hand
 - d) On the right side with the right hand
- 4) What part of a glass should you handle at all times?
 - a) The stem
 - b) The widest part of the glass
 - c) The top
- 5) When you are setting a dining room how should you set up your tablecloths?
 - a) Neatly and evenly across the tables
 - b) The creases should all be going in the same directions
 - c) The chairs should be centered and gently touching the table cloth
 - d) All of the above
- 6) If you bring the wrong entrée to a guest what should you do?
 - a) Go back into the kitchen and patiently wait in line behind the rest of the servers until it's your turn
 - b) Inform the guests that you will bring the correct entrée once everyone else in the dinning room is served
 - c) Try to convince the guests to eat what you brought them
 - d) Go back into the kitchen to the front of the line and inform the expeditor that you need a different entrée

Match the Correct Vocabulary

D

Scullery

E

Queen Mary

A

Chaffing Dish

B

French Passing

C

Russian Service

F

Corkscrew

G

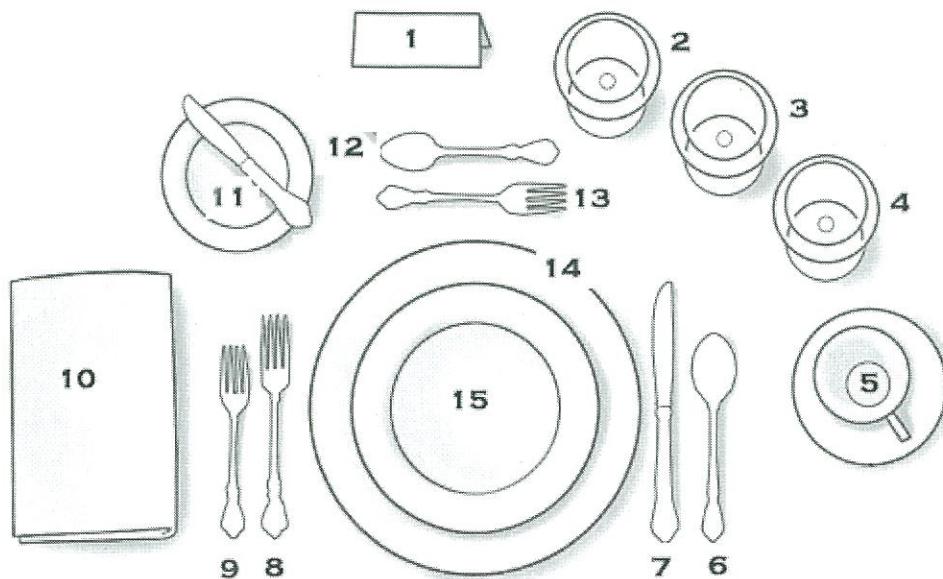
Tray Jack

- A. Metal buffet device used to keep food warm by heating it over warmed water
- B. Style of service where food is prepared or served individually at the dinner table to fit the customer's specific taste (i.e. providing dressing and pepper for salad or handing out bread to each patron)
- C. Used to hold a large tray on the dining floor
- D. Area for dirty dishware and glasses
- E. Large metal shelving unit for prepared food to be held or for dirty trays to be stored
- F. Used to open bottles of wine
- G. Style of dining in which the courses come out one at a time

Name _____

Servers Test

Score / 35



Match the Number to the Correct Vocabulary

<input checked="" type="checkbox"/> <u>10</u>	Napkin	<input checked="" type="checkbox"/> <u>8</u>	Dinner Fork
<input checked="" type="checkbox"/> <u>11</u>	Bread Plate and Knife	<input checked="" type="checkbox"/> <u>5</u>	Tea or Coffee Cup and Saucer
<input checked="" type="checkbox"/> <u>1</u>	Name Place Card	<input checked="" type="checkbox"/> <u>7</u>	Dinner Knife
<input checked="" type="checkbox"/> <u>6</u>	Teaspoon	<input checked="" type="checkbox"/> <u>2</u>	Wine Glass (Red)
<input checked="" type="checkbox"/> <u>13</u>	Dessert Fork	<input checked="" type="checkbox"/> <u>9</u>	Salad Fork
<input checked="" type="checkbox"/> <u>12</u>	Soup Spoon	<input checked="" type="checkbox"/> <u>14</u>	Service Plate
<input checked="" type="checkbox"/> <u>15</u>	Salad Plate	<input checked="" type="checkbox"/> <u>3</u>	Wine Glass (White)
<input checked="" type="checkbox"/> <u>4</u>	Water Glass		

Fill in the Blank

- The utensils are placed 2 to 3 inch (es) from the edge of the table.
- Coffee and Tea service should be accompanied by what extras? dessert
- Synchronized service is when: Serving at one time
- What is generally indicated on the name placard other than the name? The persons dinner order
- The Protein on a plate is typically served at what hour on the clock? 6
- If a guest asks for a specialty dinner (i.e. Gluten-Free or Vegetarian) you should do what immediately?
ask if they have any allergies