**Ivy Haddington**

New York City NY • (123) 456-7891  
ihaddington@email.com

**SUMMARY**

Organized, dedicated Care Assistant with 15+ years of experience providing high-quality care to seniors, monitoring the overall well-being of patients and performing housekeeping tasks

**EDUCATION**

Longford Tech

Aug '98 - Aug '02

Nursing/Paramedic Science

**EXPERIENCE**

River Tech, Care Assistant

Apr '12 - Current

* Tracks and reports significant changes in patients' medications and overall needs
* Facilitates a comfortable environment at all times to ensure patients feel calm and relaxed
* Corresponds with patients' families about the plan of care and viable treatment options

Cloud Clearwater, Personal Care Assistant

Current - Current

* Compiled daily progress reports of patients' physical and social improvements
* Appointed the lead project manager for an annual workshop to promote the nursing home and inform local residents about benefits and discounted rates
* Adhered to the company's strict policies and procedures regarding professionalism and respectfulness while caring for patients, improving client satisfaction by 92%

Crane & Jenkins, Nursing Assistant

Current - Current

* Trained in administering treatment to patients with chronic kidney disease through the use of dialysis machines to filter patients' blood
* Recorded the vitals of patients upon arrival and at the end of treatment
* Consistently followed the rules and regulations of HIPAA to ensure the privacy and security of patients' sensitive information, resulting in 88% improvement in compliance

**SKILLS**

* MS Office
* Medical Terminology