

OLANIKE JULIET AYOOLA

Indianapolis, IN 46201

317-515-5916

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Professional Summary:

A born leader that inspires others to work at their highest level with the ability to help customers in a professional manner. I prioritize, delegate, and motivate others to achieve individualized goals. I am able to relate easily with all kinds of people to work creatively and effectively with staff and managers. Goal oriented, creative and resourceful describes my work ethic.

Work History:

Covance Laboratory, 8211 Scicor Dr, Indianapolis, IN

Feb. – Aug. 2021

Title: Kit Production Associate

- Assemble components in a fast-paced production environment while maintaining compliance with all current local, state and federal regulations
- Production area may be classified as a sterile area with additional responsibilities
- Work as directed by Shift Supervisor
- Assure the efficient performance of all department equipment.
- Collaborates with the Plant Manager and customer service department to fulfill customer orders and ensure customer requirements are met in a timely manner.
- Delegate various customer orders into multiple teams, ensure order flow is continuous without any stoppage.
- Manage daily order fulfillment and maintain proper traceability are recorded into our ERP system.
- Liaison with warehouse manager for inventory management for the department.

Robin Run Village, 5354 W 62nd St, Indianapolis, IN

Jul. 2020 – Feb. 2021

Certified Nursing Assistant (CNA)

- Provides for activities of daily living by assisting with serving meals, feeding patients as necessary and ambulating, turning, and positioning patients; and providing fresh water and nourishment between meals.
- Provides adjunct care by administering enemas, douches, non-sterile dressings, surgical preps, ice packs, heat treatments, sitz and therapeutic baths; and applying restraints.
- Maintains patient stability by checking vital signs and weight; testing urine and recording intake and output information.

Soft Skills

- Effective Communication
- Professionalism
- Promoting Teamwork and Collaboration
- Thinking Critically and Solving Problems
- WIN Career Readiness-Essential Soft Skills Certification 2022

Industrial Skills:

- CPR American Heart Association 2022
- First Aid American Heart Association 2022
- TB Administrator Certification 2022
- Certified Nursing Assistant (CNA) 2020-2021

Education:

Vincennes University, 1002 N 1st St, Vincennes, IN 47591, United States,

Certified Clinical Medical Assisting

February 2022 - January 2022

National HealthCareer Association (www.uhanow.com)

Accredited by the National Commission for Certifying Agencies (NCCA)

Recognized by the Accrediting Bureau of Health Education School (ABHES)

Recognized by the Commission on Accreditation of Allied Health Programs (CAAHEP).

- Trained on basic human anatomy and utilize medical terminology and responsible communication in the healthcare facility.
- Knowledgeable about HIPAA/ HITECH, OSHA, CMS and other healthcare regulations and laws as they apply to patient information.
- Trained on the use of Diagnosis and procedure codes and employ Electronic Health Records and related Practice Management.
- Dedicated to the importance of infection control and environmental safety in general, specialty and surgical practices.
- Skills in laboratory, specimen collection techniques, cardiopulmonary testing, pharmacology and medication administration.

Dayspring Career Institute, Nursing School, 4265 Lafayette Rd 46254 Indianapolis, IN.

CNA Indiana Certification

October 2020 - January 2021

- The certification is awarded by the State of Indiana.
- Body structure and function, infection prevention, nutrition, principles of growth and development, safety in healthcare, home health care, and care of the older persons are some of the topics emphasized.
- Instruction and practice of basic patient care skills required for Nursing Assistants is provided.
- Skills practiced include patient assistance with activities of daily living, personal care, transfer and positioning, vital sign measurement, intake and output measurement, restorative care, and communication.
- Students practice supervised basic patient care in a clinical setting prior to completion of the program.

High School Diploma, Oduduwa College, Ile-Ife, Osun State, Nigeria, 1996.

References:

1. Ronke Ajumobi, RN. dsci09@yahoo.com +1-317-640-9725
2. Josephine Ojo josephineojo44@yahoo.com +1-317-652-1043
3. Mutiu Alabi, Ph.D. mutiualabi@gmail.com +234-703-042-8661