

Loxlie Terry

Mooreville, IN

(317) 753-1115

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SUMMARY

A born leader who inspires others to work at their highest level with the ability to help customers in a professional manner. Prioritizes, delegates, and motivates others to achieve individualized goals. Able to relate easily with all kinds of people to work creatively and effectively with staff and managers. Goal-oriented, creative, and resourceful.

PROFESSIONAL EXPERIENCE

Worthington Place - Camby, IN

RCP (Resident Care Partner).

November 2022 - present

- Efficiently passed out the proper drinks and food to each resident
- Efficiently cleaned the dining room and dishes after each meal
- Assisted in feeding dependent residents
- Worked on the sales floor: set up the store, answer customer's questions, markdown items
- Fulfill all duties on the task sheet each shift

Ross Dress for Less - Seattle, WA

Retail Associate.

November 2021 – November 2022

- Fulfilled duties as a cashier which included but were not limited to scanning and bagging clothing items, removing hard tags, and security alarms from clothing
- Handled money for each transaction
- Maintaining a clean work environment

Ross Dress for Less - Avon, IN

Area Supervisor.

April 2023 – November 2021

- Accurately dealt with cash handling and auditing
- Completed general office duties
- Prioritized incoming shipments each day
- Conducted interviews
- Be accessible and ensure a positive customer experience
- Supported diversity, equality, and inclusion

The Springs - Mooreville, IN

CAN (Certified Nursing Assistant).

February 2021 – August 2021

- Assisted residents in daily activities including bathing, grooming, toileting, feeding, transferring, bed-making
- Encouraged residents to participate in group activities
- Spent 1 on 1 time with each resident throughout the day
- Obtained vitals 1 to 3 times a day from each resident
- Charting on the computer morning, midday, and evening time

Sidney & Girlfriends - Mooresville, IN

Receptionist

May 2020 – July 2020

- Answered phone calls, worked with cash and credit transactions, gave retail sale pitches
- Consistently confirmed, booked, and canceled appointments

EDUCATION

WAYNE TOWNSHIP ADULT EDUCATION CENTER - Indianapolis, IN – Pharmacy Technician

National Healthcare Association ExCPT Exam and First Aid + CPR Certification

8/21/2023- 12/21/2023

Certified Nursing Assistant Since 2020

Seattle Pacific University, Seattle, WA 2021-2023

GPA 3.29

Dean's List Autumn 2021

Falconette's Vice President and Treasurer 2022-2023 School Year

Volunteer Experience

Scouting Friends, Indianapolis, IN

Cashier and Food Prep

July 2019 – August 2020

- A nonprofit organization with all volunteer workers
- Fast-paced environment that includes working, food concessions, and retail stands for the NFL Colts games, Indy Eleven soccer games, PRI shows, and a handful of other opportunities in the community

Soft Skills:

- Effective Communication
- Professionalism
- Promoting Teamwork and Collaboration
- Thinking Critically and Solving Problems

WIN Career Readiness – Essential Soft Skills Certification

2023

OSHA-10

Certification Healthcare

2023

References are available upon request.