

# DARCEE RUTER

Saint Paul, MN

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## WORK EXPERIENCE

### **Program Counselor**

Sur La Rue Inc. - Maplewood, MN - April 2015 to Present

#### Responsibilities

I assist clients in medication administration, bathing and self-care tasks, cooking, housecleaning and more.

#### Accomplishments

I was able to assist disabled clients with tasks, they could otherwise not do on their own.

#### Skills Used

People, cooking, cleaning and writing skills.

### **Janitor**

Jeff Merchant - Saint Paul, MN - August 2013 to Present

#### Responsibilities

I clean apartments and keep clean common areas of the building.

### **Teacher/Janitor**

Minniapple Intl' Monterssori - Minneapolis, MN - February 2014 to April 2015

#### Responsibilities

I worked as a teacher, as well as filling in for the Janitor when necessary.

#### Accomplishments

I was able to help out kids learn new subjects.

#### Skills Used

Communication, cleaning and teaching skills.

### **Deli Sales Associate**

Walmart - Andover, MN - October 2013 to November 2013

#### Responsibilities

I operated deli machinery, cooked food, assisted customers with their deli purchases, stocked items, cleaned and sanitized the kitchen, labeled and packaged food, prepared food and helped out other team members...

#### Accomplishments

I assisted many customers with their deli purchases, ensuring they'd return to the Andover Walmart Deli.

#### Skills Used

Good customer service skills and a great work ethic.

## EDUCATION

### **Associate of Applied Science in Visual Communications in Graphic Design**

Stanford Brown College - Mendota Heights, MN

2003 to 2005

## CERTIFICATIONS

### **CPR and First Aid Certified**

March 2015 to Present

### **Medication Administration Trained/Certified**

April 2015 to Present

### **Positive Behavioral Intervention Trained/Certified**

April 2015 to Present

## ADDITIONAL INFORMATION

Trained and experienced in the use of an EpiPen.