

Elham Omer

Brooklyn Center, MN
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The other number 952-688-9429
Authorized to work in the US for any employer

WORK EXPERIENCE

Dispatcher/Customer Service

Maya transport - Brooklyn Center, MN - June 2011 to Present

Responsibilities

Search for loads, make payments, and also organize tax records. Receive and dispatch orders for products or deliveries, Monitor the route and status of field units to coordinate and prioritize their schedule and Enter data in computer system and maintain logs and records of calls, activities and other information

Accomplishments

Responsible for setting, maintaining staff performance goal, and I made the job my own with my skill and attention to detail. I learned a lot from this job such as submitting taxes online and paying bills.

Skills Used

I'm good at working with team. I'm good at managing money and being able to handle stressful situation and able to delegate responsibilities.

Direct Support Professional

Mary T Inc. - Coon Rapids, MN - October 2015 to May 2016

Help four clients with their needs, Provides supports to people by assisting in the development and implementation of all support plans, including spiritual life supports, assisting people in achieving their personal goals and desires, providing interaction and choices for activities that support a meaningful day, and supporting people to be independent in activities of daily living

Home care

Seek Home Inc - Osseo, MN - August 2015 to November 2015

Responsibilities

Provides health care tasks, personal hygiene services, housekeeping tasks and other related support services essential to the consumer's health

Observes, records and reports all changes to supervisor. Assist with bathing, dressing and grooming

Assist with toileting, including use of bedpan, commode or toilet

Assist self-directing consumers with transfers and ambulation including use of cane, walker, and wheelchair

Assist self-directing consumers with medication reminders or refilling the consumer's prescription at the local pharmacy as specified on plan of care

Accomplishments

The impact is the feeling you get inside knowing that they are happy and you lifted a burden off their shoulders no matter how big or how small the help. Helping others helps me be happy. It is the only thing that really makes me feel good inside. You can go to sleep, knowing you've done some good in this world :)

Skills Used

Respect, Comprehension, Patience, Apathy, Reliability, Friendliness, BE open to listen and learn from my problems, Time, we might need a little bit more time to do our stuff, Resilience and And most importantly encouragement

Inventory Control Specialist

Archway department - Rangers, MN - January 2014 to June 2015

Count products to check if it's missing or its shipped. Also check if we had enough for the next project to be shipped.

Receptionist

Alpha Home Care - Minneapolis, MN - October 2012 to January 2015

Responsibilities

- Information desk check time sheets, print papers, respond to emails.
- Answering Phone/Provide Information to callers.
- Providing Information to Clients.
- Assist Visitors.
- General Office Help and Errands.

Personal Home Care

Human Service - Saint Paul, MN - August 2012 to January 2015

Responsibilities

Watch thirteen year old, 6 year old girl, two 4 years old twins and I help them with with their homework. Take them to park and other activists like zoo and museums.

Accomplishments

I got a chance to work with someone who were younger than me and they've thought me a lot thing, being appreciate for little things. I've learned that even the most innocent, casual remark can be a breach of confidentiality. I learned that the looked up to me and that made me a better person doing thing in right way such as not lying.

Skills Used

being my self was the useful thing I ever did while working there.

Starbucks Barista

Macys - Edina, MN - September 2011 to May 2014

Responsibilities

Delivers legendary customer service to all customers by acting with a customer comes first attitude and connecting with the customer. Discovers and responds to customer needs. Cashier and making drinks.

Accomplishments

Ability to understand and carry out oral and written instructions and request clarification. Ability to work as part of a team and ability to build relationships.

Skills Used

Learn quickly and get the job done quickly.

EDUCATION

Radiology in science

University of Minnesota - Minneapolis, MN
2014 to 2015

Associate in Liberal

North Hennepin Community College - Brooklyn Park, MN
2012 to 2014