

# Erica Lavender

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To secure a position that offers career growth utilizing current skills, also to obtain and strengthen new ones.

## WORK EXPERIENCE

### **Machine operator**

Federal Mogul - Skokie, IL - 2011-04 - Present

Operating mold and punch presses; checking for issues and troubleshooting

- ~ Observe meters and gauges to verify specified temperatures and cycle times
- ~ Following production instruction to insure quality and meet goals
- ~ Clean and maintain work area. 5s FMPS
- ~ Trained in quality control inspection
- ~ Ability to operate machines in automatic and manually
- ~ Performing general physical activities
- ~ Effective team player and communication skills
- ~ Safety Rep.
- ~ First Aid Response Team

### **Shift Supervisor**

Misericordia - 2009-09 - 2011-08

To encourage staff moral and coordinate schedules

- ~ Developing and maintaining functional goals
- ~ Meeting with family members to provide updates
- ~ Working with individuals to advance developmental skills to become productive member of society.

### **Certified Nursing Assistant**

Care Registry Network Inc - Mount Prospect, IL - 2008-08 - 2011

Responsible for direct care of patient

- ~ Taking care of patient everyday activities ( bathing, feeding, etc)
- ~ Keep track of reports and discharges, making sure patient is pain free

### **Recovery Coaching Counselor/Intern**

Misericordia - 2010-02 - 2010-06

Performed intakes/assessments and drug evaluations

- ~ Worked with individuals to become stronger through the provision of developmental skills: Through facilitating job readiness, recovery coaching and spiritual support groups.

### **Certified Nursing Assistant**

Private Duty Case - Chicago, IL - 2006-05 - 2008-07

Responsible for hospice patient care

- ~ Make sure patient is comfortable
- ~ Coordinate with family regarding preventive care

~ Maintain a record of medical intake and treatment plans

### **Certified Nursing Assistant**

- 1999 - 1999-12

Taking care of patient everyday activities (bathing, dressing and feeding)

~ Dining room ( pass and collect trays and assist with feeding)

~ Making sure residents have a safe, clean and comfortable living space.

### **Security Officer**

Kane Security Elk Grove Village II - Elk Grove Village, IL - 1998-05 - 1999-07

Patrol areas on foot: Checked for suspicious activity, persons, fires and vandalism (safety/fire hazards) Signed tenants in and out after hours

~ Checked doors/windows, for traffic in assigned areas

~ Enforced rules and regulations for private property

~ Submit all written log to supervisor

Long term nursing home facilities

### **Security Officer**

Command Security Corporation - Evergreen Park, IL - 1997-09 - 1998-04

## **EDUCATION**

Kennedy-King College

2008 - 2010

### **Certificate in Certified Nursing Assistant**

The Career Academy

1999 - 1999

### **Diploma**

Security Training Center

1997 - 1997

Dunbar Vocational High School

1988 - 1992

## **CERTIFICATIONS/LICENSES**

### **CNA Certification**

### **CPR certified**

2017-05

### **Mental health/addiction studies**