

# Giovanna Tramazzo

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Communicating with all customers and staff members with providing all care and help as needed. Showing accountability, reliability and responsibility for not just my job title but for the business which I work for. Providing the best help and information that I can, and informing the managers/owners if a problem has occurred.

Authorized to work in the US for any employer

## Work Experience

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### **PTA**

PhysioNetics - Naples, FL  
January 2020 to Present

Physical therapy Aide-

Provide treatment under PT supervision at an outpatient facility for Neurological, Orthopedic, Vestibular, Gait training, and balance. This includes stretching, strengthening, and modalities.

### **attendent, cashier, barteneder**

Pelican Pier Marina - Marco Island, FL  
April 2019 to Present

Performing customer service by attending to boaters at dockside. Gathering all needed items for each individual such as: bait, fuel, and drinks. Proving all the help with directions, places to go, and places to see. Greeting each customer with a friendly smile and proving the best care.

Stocking up all items in the store, along with providing a list of needed out of stock items to present to the manager/owner.

### **PTA**

Results care - Immokalee, FL  
October 2020 to May 2021

### **Neuro Unit Secretary**

NCH Baker Downtown Hospital - Naples, FL  
January 2018 to December 2018

Providing patient care to each one in need. Organizing all patients folders with documents, notes, doctors orders, and special tests. Comforting patients as well as patients' family and friends. Directing each individual to the correct person to speak to in regards to questions that I cannot provide an answer to. Calling all departments for patients scheduled exams and tests along with their returns. Communication with patients, nurses and doctors so everyone is on the same page for every individual in order for the patients to have a good experience with their stay in the hospital. Proving all extra help to staff members and doctors to decrease stress and their work. If there were any problems or complaints, an apology would be expressed and would inform the doctor or charge nurse so it could be dealt with correctly.

## **Hostess**

DaVincis Restaurant - Marco Island, FL

April 2011 to December 2017

Customer Service by greeting, sitting and making sure each couple has an amazing experience and are content with their time at the restaurant. Organizing and keeping clean the inside and outside along with putting in orders of items needed. Giving help to anyone who needed it to help decrease stress along with all areas within the restaurant to keep each night running smoothly and efficiently. If there were any problems, I would apologize for any inconvenience and inform the manager/owner of the situation so it could be dealt with properly.

## Education

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### **Associate of Science in Physical Therapist Assistant**

Hodges University - Naples, FL

January 2018 to December 2018

### **Associate in Health science**

Florida Atlantic University - Boca Raton, FL

June 2013 to June 2015

### **High School Diploma in Hodges PTA Program**

First Baptist Academy - Naples, FL

May 2013

## Skills

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- Goal oriented
- Time management
- Microsoft Office
- Microsoft Powerpoint
- Microsoft Word
- Multi tasking
- Efficient
- Organizational Skills
- Vital Signs
- Restaurant Experience
- Host/Hostess
- Vital Signs
- Host/Hostess
- Restaurant Experience
- Medical Terminology
- Hospital Experience
- Medical Records

## Certifications and Licenses

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### **BLS/CPR**

November 2018 to November 2019

### **First Aid and CPR**

November 2018 to November 2019

### **Basic Life Support**

## Additional Information

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### Skills

Time Management Critical Thinking

Goal Oriented Active Learning

Communications Organization

Providing patient and family care Hard-Worker

Outgoing Encouraging

Responsible