

Michael Crigler 1320Gees Grove Road Siler City,NC 27344 919-971-1325

Objective: I have been in this industry for over 35 years , as an Administrator and Director of Operations in Assisted Living Communities in NC. . I am also a Pastor of a small church in Liberty NC. I love being a servant to the residents and a servant to the people. In 2018 I thought i wanted to retire and just take care of my church. But it has come time for me to come back to what I love. I would like to be apart of a company that has support and longevity.

Work History :

Durham Ridge Assisted Living Durham NC 27703

From July 2019 until Oct 2020 Position: Administrator

- As the Administrator I was in- charge of the total operations of the community . to ensure compliance with both local and state regulations.
- To ensure staff training were completed
- Covid Testing for employees of 100 staff or more
- To ensure staff moral , empowering them , and ownership , to give them praise when deserved , and to give correction when needed.
- Hiring and disicipline , counseling , also to give encouragement
- To assure that the facility stayed with in budget.
- To communicate with the County DSS , Health Department, and Fire Marshall
- Admissions and Discharges
- To put new residents into Quickmar Emar system , to create ADL's in Quickmar system
- To Assure that all employess had access to the Quickmar system
- To make sure we stayed at 90% occupancy .

Afinity Living Group

March 2019 until July 2019 Position : Vice President of Operations (Company down sized)

- Had 6 facilities in the Greensboro , Chapel Hill , Yancyville, Roxboro, and Alamance
- As the VP of Operations I was in- charge of the total operations of the communities . to ensure compliance with both local and state regulations.

- Trouble shooting problem areas
- Worked with hiring and discipline of staff
- To ensure facilities stayed within budget
- To oversee Admissions
- To mentor new Administrators
- to ensure Compliance at all levels of operations.
- Monitor over time and payroll
- Audit of charts and compliance
- Worked in Matrix Emar System , looking up orders and seeing the overall Medication platform carried out.

Coventry Health Managment

From October 2005 until September 2018 Position : Director of Operations (facilities have been sold) 2019

- As the Director Operations I was in- charge of the total operations of the communities . to ensure compliance with both local and state regulations.
- Trouble shooting problem areas
- To ensure facilities stayed within budget
- To mentor new Administrators
- to ensure Compliance at all levels of operations.
- Monitor over time and payroll
- Audits of charts and compliance
- Worked with Access one Payroll system
- Assure all Activities were carried out and age appropriate
- Arrange for services , for the better of the communities

Divrseicare ALF INC

From March 2003 until Feb 2006 Position : Administrator (Company Sold all of his facilittes in March 2006)Was an Administrator in several of their communities to bring back into compliance.

- As the Administrator I was in- charge of the total operations of the community . to ensure compliance with both local and state regulations.
- To ensure staff training were completed.
- To ensure staff moral , empowering them , and ownership , to give them praise when deserved , and to give correction when needed.
- Hiring and discipline , counseling , also to give encouragement
- To assure that the facility stayed with in budget in all departments
- To communicate with the County DSS , Health Department, and Fire Marshall
- Admissions and Discharges
- To make sure we stayed at 90% occupancy .

Education :

Northeast Senoir High 1981

Community College 1995 CNA

Business Course 1995

Activity Director 1995

Office technogoly 1997

Spanish 2000

NACAL Administrator License 2003