

# Neveah Rodriguez

DOB:7/27/2003

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## EXPERIENCE

### Maintenance MATTERS, Englewood— *Maintenance Crew Member*

May 2022 - January 2023

- Basic Cleaning
- Basic home electrical
- Experience With tools
- Make-ready maintenance
- Basic heating and AC maintenance

### 4 Paws Animal Clinic, Lakewood — *Veterinary Assistant*

October 2021 - April 2022

- Handle administrative duties such as scheduling appointments or calling pet owners by priority.
- Record pulse, temperature and other vital signs to conduct a full physical examination.
- Comfort and restrain pets safely during examination and care.
- Stock medication and supplies
- Prepared the treatment rooms with supplies and instruments for the next appointments
- Fill out prescriptions
- Advise pet owners on nutrition and healthcare.

### Babysitter Provider At Private Home, Lakewood

December 2020 - August 2021

- Toddler- Kid age
- Supervised child's activity in mother's absence.
- Took the child on walks with the family dog to parks and other
- Oversaw completion of child's school homework.
- Ensured clean and neat household
- Design creative games and activities to keep the child engaged.
- Prepare meals to ensure the child eats fully and on time.
- Maintain a safe and healthy environment for child in all aspects

**EDUCATION-** Lakewood High School, Lakewood — *Diploma 2022*

## SKILLS

- Hands on
- Computer savvy
- Highly organized
- Collaborative teamwork
- Camera savvy

## AWARDS

- Achieved A Math Award

## LANGUAGES

- English (Native language)
- Spanish (somewhat fluent)

## Hobbies

- Singing
- Dancing
- Photographer
- Content Creating