

# Tiffany Barker

Fort Collins, CO 80524

[tiffanybarker72\\_o6b@indeedemail.com](mailto:tiffanybarker72_o6b@indeedemail.com)

9706911166

To obtain a permanent position that utilizes my education, experience, interpersonal skills and leadership ability.

Authorized to work in the US for any employer

## Work Experience

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### **Phlebotomists**

BioLife Plasma Services - Longmont, CO

July 2020 to Present

Phlebotomy and medical screening.

### **Phlebotomists/screener**

CSL Plasma - Greeley, CO

October 2019 to Present

Health screener , phlebotomy , and all around customer service !

### **Quality inn**

Fort Collins, CO

April 2018 to Present

front desk supervisor

### **CNA - Certified Nursing Assistant**

Sunrise Country Manor - Milford, NE

November 2016 to Present

Nurses assistant .

### **CNA - Certified Nursing Assistant**

Holmes Lake Rehabilitation - Lincoln, NE

Present

Providing all cares for residents long term and assist rehabilitating residents .

### **CMA**

Fall brook family health center - Lincoln, NE

October 2016 to April 2018

Vials , phlebotomy , roomed patients , immunizations , physicals , assisted Dr with patient cares / procedures .

### **Biomedical Technician**

Biotest Plasma Center - Lincoln, NE

January 2016 to October 2016

- Regulatory and safety compliance; Certified Biomedical Tech; Accurate documentation; excellent external and internal customer service; Took vital signs; assessed temps making sure their values are suitable to continue; Highly educated on Precautions.

### **Bilingual Clinic Assistant/Reproductive Health Counselor**

Community Action Partnership of Western Nebraska - Scottsbluff, NE

April 2015 to December 2015

Scottsbluff, Ne

April 2015-December 2015

Bilingual Clinic Assistant/Reproductive Health Counselor

- Charting expertise; Medical terminology knowledge; Documentation on Behaviors and Health; Caring and Compassionate; Quick problem solver; Maintain room clean, sterile, and suitable for proper procedures; Collect laboratory specimens and samples correctly; Educate patients on Diagnosis, care plans, and correct treatments; Keep supplies stocked; Consult with Provider and Nursing staff regarding changes; Scheduled and rescheduled appointments; Take Height, Weight, and BMI Values; Assist Provider with various procedures; Handled my own appointments for Reproductive Health, gave scripts for Birth Control, Was in charge of the STI testing, getting patients treated.

### **Certified Nursing Assistant**

Lancaster Rehabilitation Center - Lincoln, NE

November 2012 to April 2015

Assisted patients, took vital signs, charted on patients, assisting patients transferring with necessary equipment, commination skills, flexible hours helping with OT, time management, patient education, report changes of patient, keep the patient well groomed, good hygiene, clean space/living area, changed dressings, helped assisted with wound cares, collected specimens for testing purposes, communicate all changes of health and progress of patient to charge nurse, care documentation, I trained new staff that joined the team.

### **Customer Service Rep**

Center Partners - Fort Collins, CO

November 2011 to October 2012

- Work independently evaluating and reviewing sales. Attend client meetings to discuss areas of improvement. Schedule weekly meetings to ensure standards are being met.
- Ability to resolve customer complaints. Ability to handle situations professional and keep the customer satisfied.

### **Certified Nursing Assistant**

Golden Living Center - Scottsbluff, NE

June 2009 to October 2011

Assisted patients, took vital signs, charted on patients, assisting patients transferring with necessary equipment, commination skills, flexible hours helping with OT, time management, patient education, report changes of patient, keep the patient well groomed, good hygiene, clean space/living area, changed dressings, helped assisted with wound cares, collected specimens for testing purposes, communicate all changes with patients health and progress of patient,

## Education

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South East Community College - Lincoln, NE  
September 2011

Some College Education  
August 2010

### **High School Diploma in Scottsbluff**

Western Nebraska Community College - Chadron, NE  
April 2009

## Skills

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- Hotel Experience
- Front Desk
- Hospitality Experience

## Certifications and Licenses

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### **CNA CPR**

#### **CPR**

#### **Certified Nursing Assistant (CNA)**

Also held a position for medical assistant with my CNA license

## Additional Information

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- Fluent in English and Spanish
- English/Spanish language, proper grammar, punctuation, and spelling.
- Knowledge of medical terms
- Understanding of HIPAA rules and regulations
- Telephone triage, and scheduling
- Proficient in Microsoft Office, Keyboarding accuracy at 50 wpm
- Tools: Excel, PowerPoint, Outlook
- Established excellent organization skills & attention to detail
- Self starter, quick learner, team player
- Interpret and apply a variety of organizational policies and procedures
- Skilled in problem solving and time management
- Managing multiple responsibilities and tasks efficiently
- Certified in CPR, CNA, And Reproductive Health Counselor
- Comprehension of department and County rules, regulations, policies, and standard operating procedures.
- Deescalate complaints from patients.

Also in 2009 I received a misdemeanor , I would like to explain and talk in person about that situation as it has never interfered with My work ethics and abilities thank you !