

TIFFANY JACOBSON

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Work Experience

Fullfilment Associate

Amazon Fulfillment Center

August 2022 to Present

- Operating Scanners and Power Industrial Trucks.
- Inbound- Scanning in (computer/ hand-held) boxes and items, totes
- Stowing- Taking boxed items/ inventory, scanning each item into main system to correspond to bins.
- Picking- Scanners give out information and bin numbers of items to be picked and sent out to proper shipping location.
- Outbound- Sorting totes off conveyor belt then sorting into proper locations of new warehouse or being Packed and labeled.
- Categorizing- Computing data about items into given software, for better analyzing for scanning system.

Rehab Therapist

Dunne Chiropractic and

April 2016 to June 2022

- Customer Service- Patients situation (including vitals), treatment plans, aiding in therapies and prescribed exercise. Time management and multi-tasking.
- Office- Patient's cards/paperwork, developing X-rays/ labeling/filing, equipment uses.
- Communication- patient's condition/concerns, doctors, office staff and employees.

Housekeeper

Alden of Naperville Home and Rehab

July 2015 to April 2016

- Housekeeping- maintaining proper cleanliness according to local and state health and safety guidelines and regulations, time management and schedule. OSHA regulations on bio-hazard waste and material.
- Cross Trained
- Laundry- (industrial) properly handles contaminated lines.
- Clothing- organize and distribute. Interacting and listening to Residents.
- Supplies/ Inventory- sharp boxes, stocking, distributing.
- Maintenance- basic maintenance, fixing, moving of furniture and beds.
- Communicating & working with CANs and RNs on needs.

Massage Therapist

Earth Mama Esthetics

April 2014 to June 2015

- Office- computer, completing paperwork, scheduling, phone calls, payments.
- Promotions/sales ideas, products, deals and discounts. Inventory/stocking.
- Clients- paperwork, notes, treatment, services.

- Service- information, best care/ treatment, follow ups.

Education

Certificate

National University of Health Science
2007 to 2008

Diploma

Naperville Central High School
2003 to 2007

Skills

- Years of Customer Service
- Problem Solving
- Multi-tasking
- Optimistic/ Friendly
- Time Management
- Excellent Communication
- Detail Oriented
- Organized
- Fast Learner
- Medical Terminology
- Anatomy knowledge
- Customer service
- Cash handling
- Physiology knowledge
- Windows
- Google Docs
- Sales
- Google Suite
- QuickBooks
- Inside sales
- Typing
- Medical terminology
- Time management
- Computer skills
- Office experience
- Microsoft Office
- Communication skills
- Organizational skills

- Basic math
- HIPAA
- Patient care

Certifications and Licenses

Driver's License