

# romesha Jones

**Assistant in home health care and hospice care settings - Zumbro House Inc**

Burnsville, MN

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Authorized to work in the US for any employer

## WORK EXPERIENCE

### **RC**

Zumbro House Inc - Woodbury, MN - August 2014 to January 2015

Creating positive rapport with patients, family and staff.

- Monitor vital signs.
- Assist with feeding, bathing/grooming, positioning and range of motion exercises.

### **School Bus Aide**

contemporary transportation - Minneapolis, MN - September 2013 to December 2014

Responsibilities

Transportation (School Bus Aid)

Minneapolis, Minnesota 09/13 to 12/14

I Observed children & made sure safety precautions were in place.

I Assured all kids were seated & buckled in before leaving

I Assisted children to their destination.

### **PCA**

PRN - Bloomington, MN - June 2014 to October 2014

Responsibilities

Professional Resource Network

Bloomington, Minnesota

Ensure the facilities are clean & up to date.

Run errands & assist clients.

### **Waitress/Server**

the kenwood - Minneapolis, MN - August 2012 to March 2013

Responsibilities

The Kenwood

Minneapolis, Minnesota 08/12 to 03/13

I Greeted & Seated Residents to their proper seats.

I Prepared & served guests orders in a timely fashion ensuring quality service.

I Maintained & cleaned the facility.

### **Internship**

NRRC - Minneapolis, MN

Responsibilities

North side Residents Redevelopment Council

Minneapolis, Minnesota 06/12 to 08/13

I Helped the company engage & get more involved with the community.

I Received & made inbound & outbound calls to customers.

I Faxed papers & kept track of daily reports.

I Organized and filed intern data

### ADDITIONAL INFORMATION

#### COMMUNITY SERVICE

Northeast Chamber of Commerce Weed It & Reap

Minneapolis, MN

2 hours)Duties: Pick up trash and clean-up grounds Contact Person: Shirley Poelstra

Voyager Manager

Member of African American Culture Awareness

a peer mentor group that host

entertaining school events" Voyager Leadership Program, weekly seminar composed of personal development, work readiness, college preparation, classroom speakers, and field trips to surrounding businesses and colleges