

# MARLA ANYBODY

XXXX Ravenglass Way  
Gaithersburg, MD 20886

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## NURSING & HEALTHCARE

Dedicated and motivated professional with a strong background in Clinical Administration and Nursing. Years of successful experience communicating effectively with medical professionals and fostering positive relations with patients. Solid reputation for resolving complex issues. Commended for perseverance, efficiency, and time management skills. Technically proficient in Word, Excel, Publisher, Epic, and PYSIX applications. Fluent in Spanish.

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### AREAS OF EXPERTISE

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|-----------------------------|--------------------------------|--------------------------|
| ▪ Healthcare Administration | ▪ Data Entry & Reporting       | ▪ Performance Management |
| ▪ Patient Advocacy          | ▪ Activity Review & Scheduling | ▪ Training & Development |
| ▪ Comprehensive Care        | ▪ Interpersonal Relationships  | ▪ Registered Nurse (RN)  |
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### PROFESSIONAL EXPERIENCE

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HOLY CROSS HOSPITAL – Silver Spring, MD <b>Registered Nurse (RN) – Neonatal Intensive Care Unit</b>	2011-Present
PREMIER HOMECARE – North Bethesda, MD <b>Registers Nurse (RN)</b>	2011-Present
OFFICES OF DRS. OKUN & ROBLES – Rockville, MD <b>Orthodontic Assistant</b>	2010-2011
OUR FAMILY HOME – Columbus, OH <b>Certified Nursing Assistant (CAN)</b>	2007-2008
HOOVER RESERVOIR DENTAL – Rockville, MD <b>Administrative Executive</b>	2006-2007

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### CLINICAL INTERNSHIPS

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GENESIS HEALTH CARE SYSTEM – Zanesville, OH	<b>Telemetry Unit</b>	Winter 2010
NATIONWIDE CHILDREN'S HOSPITAL – Columbus, OH	<b>Neonatal Intensive Care Unit</b>	Spring 2010
MOUNT CARMEL EAST HOSPITAL – Columbus, OH	<b>Palliative Care Unit</b>	Winter 2009
KNOX COMMUNITY HOSPITAL – Mt. Vernon, OH	<b>Medical Surgical Telemetry Unit</b>	Summer/Fall 2009
NATIONWIDE CHILDREN'S HOSPITAL – Columbus, OH	<b>Neuromuscular Unit</b>	Spring 2009
LICKING MEMORIAL HOSPITAL – Newark, OH	<b>Labor &amp; Delivery Unit</b>	Spring 2009

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### EDUCATION

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CENTRAL OHIO TECHNICAL COLLEGE – Newark, OH <b>Bachelor of Science in Nursing</b> <b>Associate of Applied Science in Nursing Technology</b>	2011-Present 2010
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### CERTIFICATIONS

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- Registered Nurse (RN) – States of New York and Maryland
  - BLS/CPR Certified
  - ACLS Certified

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### SUMMARY OF QUALIFICATIONS

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- Collaborated with physicians and other healthcare professionals to provide the best possible care
  - Communicated effectively with patients to assess, diagnose, and address health concerns
  - Administered medications in accordance with standards and physician directions
  - Provided administrative support and ensure the accuracy of clinical documentation
  - Oversaw patient billing, collections, and other clerical functions
  - Developed marketing strategies to generate new patients and increase overall profits
  - Familiar with testing and monitoring medical technologies and machinery
  - Strong background conducting IV therapy, reading EKGs, and performing tracheotomy care
  - Comfortable in a wide array of clinical settings, hospitals, and healthcare environments
  - Experience in NICU, Telemetry, Med/Surg, Pediatrics, Maternity, and various other units
  - Consistently adhere to strict hospital standards and codes of conduct
  - Received multiple awards in recognition of outstanding customer service and support