

Resume: Cindy X

Contact Information

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Formal Education

YEAR	CERTIFICATE OR LEVEL ACHIEVED	INSTITUTION
2009	Certified X Technician National Certificate	CSA America Inc. Canadian Standards Association, Toronto Ont.
2006-2008	Stress Management Management and Creative Problem Solving Delegate, Motivate, and Feedback.	UFV Continuing Education Abbotsford BC
2007 – Current	Bachelor of Adult Education – in process	University of the Fraser Valley Abbotsford
1987	X Certificate	X College, Vancouver BC
1980-81	Attended - Psychology/Sociology	X University, Burnaby BC
1976	Graduate High School	X Secondary School X BC

Work Experience

2010 – Present X College

Sessional Instructor - Continuing Education - Health

Responsibilities: Teaching the theory component of the X Technician course for X College within the Fraser Health Authority. Responsible for instruction and assessment of 14 students per session. Advise and consult on modifications to existing exam material.

Resume: Cindy

Skills Content expert. Well organized. Enthusiastic about sharing knowledge and experience with others.

Personal Learning: Becoming familiar with the administration processes in a large educational institution. Adjusting my facilitation style to accommodate different cultures and experiences.

2007-Present Fraser Health Authority (FHA)

Regional Instructor X Department

Responsibilities: Co-ordinate and supervise the clinical practicum portion of the X College X Technician Certificate Course in various hospital sites within the FHA. Assess and evaluate students and report to X College.

Assess individual and group learning needs for existing X technicians within the FHA. Create material for, and provide educational opportunities for technicians through teaching, mentoring, conducting demonstrations, and formal presentations.

Develop and deliver Core Competency Testing program on a bi-annual basis for FHA X Technicians. Currently developing an on-line version of Basic Core Competency testing in collaboration with the FHA On-Line Education Department.

Provide input to FHA Management regarding best practices in the field of X and recommend changes to current policies and procedures within individual departments, or for the Health Region as a whole.

Participate in regional audits of reprocessing practices as an auditor and content expert.

Resume: Cindy

Skills: Extensive experience in the field of X, including all aspects of surgical and ambulatory care services, Gastro-Intestinal (GI) Endoscopy, infection control practices, and sterilization monitoring.

Presenting educational material to large and small groups, individual technicians, management teams, and students.

Personal Learning The move from working as a skilled, experienced technician into the role of educator has required that I learn to respectfully teach the technicians I have worked alongside of for years. Currently studying in the field of Adult Education to further my learning and help me in my new role. I am developing an appreciation for the practice of careful reflection on events, feelings and motivations.

Invited to participate in the beta testing program for the development of a national certification exam for X Technicians with CSA America. I became one of the first 75 nationally certified technicians in Canada.

1995-2007 Fraser Health Authority (FHA) X Hospital, X Hospital, X Hospital
X Technician

Responsibilities: Cleaning, inspection, assembly, sterilization and distribution of reusable medical devices within the hospital. Preparation of supplies for surgical procedures. Monitoring and testing all forms of sterilization processes. Cleaning, inspection and disinfection of GI Endoscopes. Orientation of new technicians. Supervision of students in clinical practice settings.

Skills: Mechanical aptitude. Clear understanding of the various forms of sterilization processes in a hospital setting. Understanding of, and respect for, all aspects of infection control in a sterile area. Ability to help others

Resume: Cindy

master new processes or technologies. Content expert and advisor for two new GI Endoscopy clinics in X and X hospitals.

Personal Learning: Mastering the skills and abilities needed to do the work and, eventually, to pass these on to others in my current role. Developing respect for other members of the healthcare team, as well as an appreciation for the importance of their roles.

Attending regular training sessions and in-services offered by manufacturers of the equipment we use. Attending provincial and regional meetings and education days offered by the BC Association of X Technicians.

Gaining confidence in my abilities as a technician and as a team member. Gaining confidence in my ability to embrace change, manage the stress that change brings, and to adapt to new technologies and processes.

1988-1995 At Home in Maple Ridge and Mission

Mother and Home Owner

Responsibilities: Care of three children through the early years of their lives. Managing a limited budget. Maintaining a home.

Skills: Ability to adapt to the needs of children. Cooking, cleaning, minor maintenance of house, gardening, guiding children through learning about the world and themselves. Time management skills involving the daily lives of five people. Valuable committee member and community volunteer..

Personal Learning: Patience with the ways of small children. Learning to put their needs before my own. Developing an understanding of how fear of the unknown can affect children and adults. Becoming more confident in my

Resume: Cindy

abilities as an adult. I feel that I learned more during my time as an “at home mother” than I ever could have in a paid work situation, about such things as organizing time and resources, negotiating with difficult personalities, how humans learn or do not learn, and about my own abilities as an adult to deal with day to day life and stress. I use this experience to help me understand the challenges many adult learners face. I proudly and confidently include this part of my life in all resumes.

1981 – 1988 X Hospital, X BC

CSR Aide - now known as a X Technician

Responsibilities: Preparing surgical linen, wound dressings, hospital ward supplies and surgical equipment. Loading, running and monitoring sterilization machines. Transporting sterile and unsterile supplies and equipment. Cleaning, disinfecting, inspecting, and preparing surgical and medical devices.

Skills: Basic skills related to all aspects of cleaning, disinfecting and sterilizing surgical and medical devices. Inspecting, folding and wrapping surgical linens and gowns. Knowledge of sterilization processes and machines, and the ability to use those machines correctly. Respect for, and knowledge of, infection control practices, sterile technique, and hazardous chemical handling – WHMIS Workplace Hazardous Material Information System

Personal Learning: During this part of my life I was learning how to enter the adult world of work. In my current role as an educator I often look back to this time as I work with young students who may be entering work for the first time.

Volunteer Experience

1993 – Present **X Adopt-A-Block Society (AAB)**

Resume: Cindy

A litter pick up and prevention group that has been operating in the District of X since 1993. I am a founding member of the society and currently serve on the board of directors.

Skills

Through my work with AAB I have learned how to apply for funding grants, organize and motivate volunteers, hire and manage employees, run successful board meetings, organize events, and report to funding groups.

Personal Learning: Developing ability to be an effective and cooperative board member, chair and president. Becoming comfortable speaking to large and small groups, making presentations, and building consensus within a diverse group. Understanding of legislation governing non-profit societies, workplace health and insurance issues for employees of the society, and administrative processes of various funding groups. Appreciation of the challenges adult learners face as they try to balance work, volunteering, and formal learning. Developing an understanding of what motivates volunteers and the general public to reduce litter.

1995 – Present **X Folk Music Festival**

Pre-festival preparation, kitchen and food services, performer services and backstage lounge, management of the Festival Bistro (beer tent) and various duties with Festival sponsored concerts throughout the year.

Skills

Organisational abilities, quick decision making skills. Motivate and recognize volunteers for their efforts. Making breakfast for 300 people in an outdoor kitchen.

Personal Learning: An appreciation of the social importance of volunteering. Learning to trust my abilities and those of others. Learning to think quickly to solve problems.