

SHANIJA SELDON

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Professional Summary

I'm a Dedicated worker that's good at providing a good working environment. I'm also very committed to finishing my tasks and getting the job done CPR certified and proficient in electronic health record management systems. Strong communicator and team player, fostering positive relationships with my fellow co workers and professionals to deliver high- quality help.

Work Experience

Production Worker

HEIDELBURG DISTRIBUTING | Dayton, OH

June 2025 to December 2025

Picking orders, production work

Crew Member

Wendy's | Dayton, OH

February 2025 to May 2025

Cashiers, fast pace work, communication with customers and employees.

Home Health Aide

Wellness Care Center | Dayton, OH

July 2024 to January 2025

Working with a client independently, housekeeping

Housekeeping

Miami Valley Hospital | Dayton, OH

January 2024 to July 2024

Cleaning rooms,offices,hallway's,and restrooms, sweeping,moping, dusting ,and all so taking out trash.

Senior Healthcare Partner

Habor Chase Senior Care | Facility

March 2023 to July 2023

Coordinated with interdisciplinary healthcare team members, including nurses, physicians, therapists, and social workers, to provide coordinated care for residents.

Maintained accurate and up-to-date electronic medical records, documenting all aspects of residents' care and collaborating with team members to ensure continuity of care.

Responded to emergencies and medical crises in a calm and efficient manner, following established protocols and procedures.

Conducted assessments and developed care plans for residents with a range of medical conditions, including dementia, Parkinson's disease, and diabetes.

Production Worker

MAHLE | Dayton, OH

April 2021 to January 2022

Production associate

Amazon Fulfillment Associate

Amazon Warehouse | Dayton, OH

I had to use a scanner and count the products inventory

Education

High School Diploma

David H. Ponitz Career Technology Center | Dayton, OH

August 2018 to May 2022

Skills

Microsoft Word Laundry Continuous improvement Documentation review Windows Alzheimer's Care Medical terminology Cleaning Caregiving Order fulfillment Outpatient Janitorial experience Communication skills Typing Office management Databases Time management Home health Memory Care Cleaning Experience Acute care Mobile devices Senior care Organizational skills Patient care Shipping & receiving Skilled nursing facility Restaurant experience Assisting with ADLs Care plans Materials handling Personal Assistant Experience Computer skills Retail sales Leadership Customer service Home care Resident's rights Sales Nursing Dementia Care Food service Weight loss Assembly Driving

Languages

English

Certifications and Licenses

Driver's License

CPR Certification

BLS Certification

Cosmetology License

Infection Control Certification