

Dr. Tinika Se'Cal Warren , (h.c.)

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Position: Compliance & Risk Management

SUMMARY

Dr. Tinika S. Warren, (h.c.), Earned and completed accredited programs, Bachelors of Science in Technical Management; concentration Healthcare Management and Healthcare Engineering Manufacturing from Keller DeVry University (DeVry Keller University an ABET School, that includes 119 DeVry Keller Skillssoft advanced education certificates, Healthcare certificates CEU's Fast online resulting to 58.5 contact hours- (9.5 pharmacology hours) , Elite 6 CEU's certificates online, CPR American Red Cross Foundation, Certified SERVSAFE Food Handler , The ServSafe program is developed by the National Restaurant Association. LADC , Los Angeles, Development & Church Institute of California, Honorary Master's Degree in Community Development & a Phd. in Social Work with work experience in Community Development: Dekalb County Georgia Court Appointed Advocates Juvenile Justice Governmental court system , Partnership For Community Action of Clarkston, Georgia, Columbia SC Mayors Election Community involvement with Ashworth College , Dekalb Technical Piedmont College, now Georgia State Technical College, diploma credits from the Paralegal ,Criminal Justice Program. That sums my entitlement to be a California State Bar Lawyer to Practice California Law as an Entertainment, Contracts, Ethics, Compliance & Regulatory Risk Management Lawyer.

Healthcare Graduate of Certified Medical Assistant Technology: Medical Administrative Assistant , Vitals, Medical Billing Coding, Lab Speciman Collection Testing Technology, Healthcare Engineering Manufacturing Medical Device Technology, Phelebotomy, EKG, Georgia- North Carolina Licensed Nail Technology, Dialysis Technology, National COVID19 Certified Nurse Assistant, Feeding Assistant , High School Diploma, C- Level, 20 + years job experience, Exceeded ACE TOP score levels on NHA certifications website, Georgia Work Ready Certified Corporate Gold Level 5

PROFESSIONAL ACCOMPLISHMENTS

SKILL #1 ,	Technical Management	Expert Level
	<ul style="list-style-type: none">● Compliance Issues and Strategies: Data Compliance,Final Exam: Senior Software Project Manager Certificate , Illustrating Projects Certificate 2020● Applied Inferential Statistics Certificate 2020 Anticipating and Solving Problems as a Project Champion Certificate 2020● E-Learning Management Development Corporate Administrator of Training, 4 years experience● Basic Six Sigma Statistics Certificate , Project Management Certificate with Agile Certificate 2020● Inbound Call Center Operations, Technical Support, Customer Service 8 years experience	

- Governmental Contractor: FEMA National Housing Storm Damage Inspector training, Certificates 2016
- Excel, Data Analysis, Human Resource Management, MS Office, Word, Publisher, Medisoft, Statistics
- People Management, Generational Management, Problem Solving, commitment, leadership

SKILL #2 Manufacturing Engineering Technology Scientist & Production Expert Level

- OSHA, Inventory Control, Auditing, Compliance according to S.O.P , Standard Operating Procedures
- Operated an A-Frame Machine, 5 years experience
- Quality Control and Production Inspector, 7 years experience
- Worked during company shut downs on high priority projects, employee of the Month twice at Info NXX
- Hire Quest : **HUD compliant** Senior Living Apartment Maintenance Assistant , Construction Management
- Bojangles **Compliance & Risk Management** Drug-Free Cashier Scientist tested positive for METH from 3rd Party Vendor Manchester Farms Meth Lab hazardous food products , **OSHA, SEC, USDA .EPA. FDA**
- Workplace Violence, Management Abuse on a minor child " **mandated reporter** " McDonald's, Locust Grove, Ga , **Compliance & Risk Management, Customer Relations** Cashier, OSHA

● **SKILL #3 Healthcare Morals & Ethics Expert Level**

- Technical Manager, Department Manager, Engineering, Manufacturing Healthcare Director, Plant Manager
- Feeding Assistant, Medical Assistant, Certified Nursing Assistant, Dialysis Tech includes LPN/ RN training
- Children's Healthcare of Atlanta, **Bullying in Healthcare, Workplace Violence, Customer Relations**
- Performed quality checks then ship FDA-approved laboratory kits
- **Medical Devices:** Coroner lab test, cancer pathology screenings, metabolic testing, Male Hormone Health test, **Forensic Toxicology** Post-Mortem, and Human Performance Testing, small intestine biological screening, drug, and alcohol testing, DNA testing, RNA testing, COVID19 screenings, Endocrinology Profile, Gastrointestinal Immunology Profile test, Nutritional Profile, Environmental Profile, Menopause Plus Adrenocortex Stress Profile, TD testing, AIDS/ HIV testing, food-sensitivity test, food allergens screenings, sleep and stress test, metabolism, thyroid test, ancestry kits, Genetics clinical laboratory kits for humans and animals that include blood, urine, or saliva specimen collections, IV needles, collection tubes, surgical gloves, and tourniquets. Compiled a variety of medical kits with HMO/ PMO billing process coding forms, patients consent forms, Phlebotomy Codes, Telehealth, Group Health Plans, Medicare, Medicaid, Tricare medical Insurance billing forms with collection sample envelopes, cotton tip applicator saliva swabs. Scanned into the database to record quality work orders, tracking numbers utilize project management databases according to SOP. FEDEX or UPS packets of completion to mail kits off to get analyzed in safe, clean HIPAA compliant CLIA-certified clinical laboratories throughout the United States using neuroscience labs approved by independent board-certified physicians. Assured employees comply with company policies, procedures, safety data sheets, CDC guidelines, COVID19 restrictions, sanitation, PPE equipment utilizing face masks, and temperature checks at a state-of-the-art facility.

PROFESSIONAL EXPERIENCE

People Ready, Columbia , SC , Registered for Work, 08/ 2022 - ongoing

Action Labor Temp SC ,**General Labor**, Manchester Farms BioTechnology Agricultrial , **D-Boner** , 4/2022 - ongoing

HireQuest Temps : Myrtle Beach, RaeFord USDA Chicken Farms West Columbia, SC, **Production Line** 06/29/2022 -

Samsung Hi Tech Manufacturing Engineering , Temp, Newberry, SC **Production Assistant** 11/ 2021 -

Political Science Marketing Services, Mayor's Election of Columbia, SC, OSHA, **Legal IT Analyst** 09 /2021 - 11/2021

First Choice Personnel, GBF Medical Group, High Point, NC **Laboratory Manager** 01/ 2021 – 06/ 2021

McDonald's, Locust Grove, Ga , **Compliance & Risk Management, Customer Relations** Cashier, OSHA 2020

Bojangles , Lawrencville Highway, Tucker , Ga, **Bojangles Compliance & Risk Management Drug-Free Cashier Scientist** 04/2019 - 10/2019 , OSHA, SEC, USDA (COVID19 unemployment)

Zaxby's, (COVID19 unemployment) – McDonough, GA **General Manager** 05/2020 – 06/ 2020

Glamlife Party Spa, Lithonia, Ga , **Professional Licensed Nail Tech/ Hair Braider/ Project Management, CEO** 2013 -

Conduit Global, Mc Cleansville, NC, **Mobile Device Inbound Technical Support /Customer Service** 05/2016 – 05/17

Dekalb Juvenile Justice CASA , Legal Executive Assistant , 8-month contract, Decatur, Georgia	01/2010 - 06/2010
Aaron Rents, Inc.,Atlanta, GA Database Administrator Management Training & Development ,	05/ 2005 – 5/2009
InfoNXX, Inbound Hi-Volume Call Center, Mobile Device Technical Support/ Customer Service	06/2000 - 06/2003
Guilford Mills, Greensboro, NC, ISO 9000 Certified A-Frame, QA inspector, Auditing	06/1995- 05/ 2000
McDonald's, Greensboro, NC Cashier, work-study, Face to Face Customer Service Team Lead	05/1991 - 08/1993
United Publishers , Work Study, Outbound Telemarketing Magazine Sales Rep	05/1991 - 09/1993
Proctor & Gamble, Temp, Brown Summit , NC Production , QA & Beauty Product Assembly	02/1994 - 10/1994

ACCREDITED EDUCATION

DeVry Keller University Undergraduate 4 Year Degree Program
Decatur, Georgia
Bachelor's of Science Degree Technical Management w/Concentration Healthcare & Manufacturing Engineering Technology
Graduated April 25, 2020

Genesis Healthcare , **National Certified Nursing Assistant COVID19 Training Renewed w/ 8hrs.**,Graduated 12/ 2020

South University, **Business /Healthcare Management, HR Management** , 4 Year Degree Bachelors 2007-2010

Lincoln College of Technology, **Medical Assistant Technology** , Marietta, Ga,2 yr Associates Degree, graduated, 2004

Dekalb Technical Community College, Clarkston, Ga , 2 yr , Associates , **Criminal Justice & LPN** 2004 -2006

Georgia Career College, **Certified Nursing Assistant**, 30 days, graduated, 2005

Malik College, **Dialysis Technology** 6 months Diploma, graduated, 2012

Cutting Edge Institute, CEI, Atlanta, Ga, **Master Cosmetology** , 1 yr. Diploma Program 2010- 2012

Atlanta Barber & Beauty College, **Nail Technology** 6 Months Diploma, graduated, 2009

Guilford Technical Community College, Jamestown, NC , 2 yr Associates **Registered Nursing Program** , 2001-2003

Ashworth College, Norcross, Ga, **Paralegal** 9 months Diploma Program , completed 1999 - 2000

GTCC , Jamestown, NC , **Bookkeeping Accounts Payable & Account/Recieveable** , graduated, 2 wks 1999

James Madison **High School/** Ashworth College, Norcross, Ga , 4 yr. Diploma, graduated, 2000

Attended James B. Dudley **High School**, Greensboro, NC, 3 yr. Diploma, Senior 1991- 02/ 1994

Honors:

Relevant Courses: Healthcare Medical Billing CPT Coding, Phelebotmony, Dialysis, EKG, Laboratory Specimen Collection, Nail Anatomy, Project Management, Technical Management, Supervisory & Trainer ,South University, Business /Healthcare Management, Human Resource Management , Bachelors Program 3.5, TOP scores in ACE, NHA Certifications scores for Healthcare Professionals.

Certifications

- *Licensed Nail Tech/ Manicurist, issued by the State of Georgia Board of Cosmetology ,North Carolina, 2013- Present Pending South Carolina*
- *119 Certificates, issuer Skillsoft, the year 2020 (see portfolio Transcripts)*
- *39 Certificates CEU's Fast Transcripts*
- *8 Elite Cosmetology CEU's (See Certificates)*
- *Approved for PMI Institute National Risk Management, Agile , Project Management CAPTM*
- *ServSafe Food Handler (see Certificate)*
- *National Certified Nursing Assistant (see Certificate)*
- *Feeding Assistant (see Certificate)*

LEADERSHIP EXPERIENCE & VOLUNTEER EXPERIENCE

Certificates, diplomas, degrees, transcripts, professional license, records attached to print for verification.

Registered PMI member of the Project Management Institute, Inc., Atlanta, Chapter; Project Management Professional (PMP) certification to gain ISO 17024, Certified Associate in Project Management (CAPM) standards. American Management Association member. The International Nail Technicians Association (INTA), CPR, AED, BLS certified, ServSafe Food Handler certified. Corporate level experience in Management Training and Development. ACT Georgia Work Ready corporate Level 5, 2

No Criminal Record. Verified by Dekalb County CASA Marian Parker Esq Public Interest Lawyer, Orange background services, Samsung Nexien, FEMA Background Atlanta and Virginia, FBI, Homeland Security, State of Georgia checked approved background fingerprinting. E- Verified, non-smoker, seven recent drug-free tests 12 blood, nine urinalysis tests proved to have strong determination, time-management, safe, trusted, friendly, kind with excellence, integrity. See reference contact sheet.

Registered Georgia Responder volunteer Telework Administrative Medical Assistant Healthcare Services for the State of Georgia Department of Public Health, Private hospitals, Medical Reserve Corps, protects lives during natural disasters by assisting during COVID-19 to flatten the curve as a mandated reporter and voter.

