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Compliance Issues and Strategies: Data Compliance, Final Exam: Senior Software Project Manager Certificate, Illustrating Projects Certificate 2020, Applied Inferential Statistics Certificate 2020 Anticipating Solving Problems as a Project Champion Certificate 2020, E-Learning Management Development Corporate Administrator of Training, 4 years, Basic Six Sigma Statistics, Project Management, Agile Certificates 2020, Telecommunications Inbound Call Center Operations 2016 Certificate, Technical Support, Customer Service 8 years, FEMA National Housing Storm Damage Inspector training Certificates 2016-2017, Excel, Data Analysis, Human Resource Management, MS Office, Word, Publisher, Ceridian Payroll Systems, Learning Management Systems, Medisoft, Statistics, People Management, Generational Management, Problem Solving, commitment, leadership.

## SKILL #2 Healthcare Manufacturing, Engineering, Technology

Expert Level

Manufacturing: OSHA, Inventory Control, Auditing, Compliance according to S.O.P , Standard Operating Procedures. Operated an A-Frame Machine, 5 years experience. Quality Control Production Inspector, 7 years experience. Worked during company shut downs on high priority auditing projects ,employee of the Month twice at Info NXX.

Healthcare Management: Ethics, Regulatory Compliance, Risk Management, conflict-of-interest disclosure policies, "Fair Debt Collection Practices Act." False Claims Act (FCA) Ethically adheres to State and Federal law enforcement agencies, including the FDA, EPA, DEA, OSHA, OIG, Federal Bureau of Investigation (FBI), DOJ-HHS Medicare Fraud Strike Force State Medicaid Agencies, Senior Medicare Patrol (SMP) , programs and Medicaid Fraud Control Units (MFCU) , conflict-of-interest disclosure policies by being able to Implement compliance, practice standards, avoid fraud schemes, General Services Administration (GSA) communicate with employees, conduct training and education using advanced technology systems.

- Apply Anti-Kickback Statute (AKS) , Physician Self-Referral Law (Stark Law) , SEC Recovery Auditor
- SEC Expertise: Center for Program Integrity (CPI) , Fraud Prevention System (FPS), Program Safeguard
- Social Security Act, which includes the Exclusion Statute and the Civil Monetary Penalties Law (CMPL)
- PACER: United States Criminal Code Statutes of Cornell Law

### PROFESSIONAL EXPERIENCE

Randstad Staffing Agency, Greensboro , NC , Registered since 2015 - ongoing  
People Ready, Columbia , SC , Registered for Work, 08/ 2022 - ongoing  
Action Labor Temp SC , **General Labor**, Manchester Farms BioTechnology Agricultural , **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 , Mayor's Election of Columbia, SC, OSHA, **Legal IT Analyst/ Compliance** 09 /2021 - 11/2021  
First Choice Personnel, GBF Medical Group, High Point, NC **Laboratory Manager** 01/ 2021 - 06/ 2021  
Zaxby's, (COVID19 unemployment) - McDonough, GA **General Manager** 05/2020 - 06/ 2020  
Glamlife Party Spa, **Professional Licensed Nail Tech/ Hair Braider/ Project Management, CEO** 2013 - 2023  
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, Brown Summit , NC, work study, **Production , QA & Product Assembly** 02/1999 - 10/1994

### ACCREDITED EDUCATION

DeVry Keller University Undergraduate 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 w/ 8 hrs., Graduated 12/ 2020
- South University **Business /Healthcare Management Human Resource Management** 3.5 Dean's List

- South University, **Business / Healthcare Management, Human Resource Management** , 3.5 Dean's List Bachelors 86, transfer credits , 2007-2010
- Lincoln College of Technology, **Medical Assistant** , Marietta, Ga, Associates Degree, 4.0 GPA graduated, 2004

- Dekalb Technical Georgia State Community College, Clarkston, Ga , Associates , 2.9 GPA ,**Criminal Justice & LPN** 2004 -2006
- Georgia Career College, **Certified Nursing Assistant**, Certificate, graduated, 4.0 , GPA 2005
- Malik College, **Dialysis Technology** Diploma, graduated, 4.0 GPA 2012
- Cutting Edge Institute, CEI, Atlanta, Ga, **Master Cosmetology** Program, 3.0 GPA 2010 - 2012
- Atlanta Barber & Beauty College, **Nail Technology** Diploma, graduated, 4.0 GPA 2009
- GTCC , Jamestown, NC , Associates , **Registered Nursing** Program , 3.5 GPA 2001 - 2003
- Ashworth College, Norcross, Ga, **Paralegal** Diploma Program , 2.9 GPA 1999 - 2000
- GTCC , Jamestown, NC , **Bookkeeping Accounts Payable & Account/Receivable** , graduated, 1999
- James Madison **High School**/ Ashworth College, Norcross, Ga , Diploma, graduated, 2.7 GPA 2000
- Attended James B. Dudley **High School**, Greensboro, NC, Diploma 2.5 GPA 1991-1994

#### Honors:

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

#### Certifications

- *Licensed Nail Tech/ Manicurist, issued by the State of Georgia Board of Cosmetology , North Carolina Board of Cosmetology , 2013- Present Pending South Carolina Board of Cosmetology*
- *119 Certificates, issuer Skillssoft, 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, 2012.*

**No Criminal Record.** Verified by Dekalb County CASA Marian Parker Esq Public Interest Lawyer Atlanta, Ga, Quinn Law Firm Greensboro, NC, 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. **620 Credit Score**

*Registered Georgia Responder volunteer Telework Administrative Medical Assistant & COVID19 Nurse 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.*

