

Jessica Green

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623-205-8857

Skills

I am seeking employment in the service industry. I can multitask, I am friendly with a positive outlook, I have a great deal of patience for customers, and I love working with people. I am a quick learner and I enjoy learning new things.

Experience

2010-present: **Homemaker** and **Small Business Owner;**

Raising children(now teenagers), cooking nutritious meals, cleaning, driving, maintaining appointments and lots of multitasking. I also had my own projects, such as learning about about nutrition, natural/alternative medicine, cooking, and holistic herbs. I started a small business with my husband selling herbal products that unfortunately did not last quite two years, despite having a large customer base. The decision to close down the store was due to federal policy making imports of products increasingly difficult and expensive. If interested, you can learn more about the business and reason for closing here:

www.greenhousekratom.com

I most recently have joined my husband in owning and caring for a small rv park in Cottonwood, where I have some very light duties, including reading meters, taking rent and writing receipts, and making guests feel comfortable and welcome. You are welcome to learn more about the park here:

<https://www.clarkdalerv.com/>

November 2007- September 2009: **Caregiver** for Charles Avery;

Charles "Chuck" Avery was a paraplegic who needed night time care and some daytime assistance. Duties included: Administering medications such as prescription medicines and subcutaneous injections. Monitoring vitals. Safe and comfortable transferring. Maintenance of an indwelling foley catheter.

Preparation of nutritious meals. Providing companionship. I was a relief caregiver for Charles and worked 8-24 hours per week. My employment ended in the fall of 2009 when I moved to Tempe Arizona. Sadly, Chuck passed away on January 26, 2016 . I took care of Chuck in his home at: 526 N Bertrand St, Flagstaff, AZ 86001

Please use Faylene Begaye as a reference. Faylene was a co worker who knows me well.

Faylene Begaye: 928-606-0007

September 2006 - January 2007: **Server** at Little America Hotel;
Little America Hotel is a hotel in Flagstaff that accommodates many guests from around the world. This was a really fun place to work. There are two eateries at Little America, a cafe and a restaurant, and depending on the needs of the management, I worked at either one. My duties here included: Greeting and seating guests, taking drink orders in a timely fashion, taking food orders in a timely fashion, managing several tables at once and multitasking. I also did a couple of wedding events in the banquet rooms, which was a lot of fun. Wintertime is Little America's busy season, and this was a seasonal position that ended in the spring. The Front of house restaurant manager at the time was named Jeff.

Little America Hotel
2515 E Butler Ave, Flagstaff, AZ 86004
928-779-7900

Please use Justin Powell as a reference. Justin was a co worker from Little America.

Justin Powell: 928-313-6388

June 2005- April 2009: **Caregiver** for Edward "Ed" Turner;
Ed was a quadriplegic who needed constant care. Duties include: Administering medications such as prescription oral medications and subcutaneous injections. Monitoring and maintaining blood sugar levels. Planning and cooking nutritious meals in accordance with Ed's diet plan and assisting with feeding. Monitoring vitals. Personal hygiene including bed baths and oral hygiene. Maintenance of Ed's colostomy. Maintenance of Ed's tracheostomy, including disinfecting of all tubing and suctioning/clearing of airway. Monitoring and operating Ed's ventilator. Regular cathing with a straight (Robinson) catheter. Safe and comfortable transferring. Any errands or chores that Ed may need assistance with. This was a full time position until 2006 I moved to part time. My employment with Ed Turner ended when we passed away in early April of 2009.

Please use Rosie Haxton as a reference: Rosie was a co worker who was of higher rank than myself.

Rosie Haxton: 928-699-4697

August 2006-December 2007: **Caregiver** for Ludmilla "Lucy" Wyckoff;
Lucy Wyckoff was an invalid who needed 24/7 care. Duties included: Administering medications such as prescription medicines, subcutaneous injections, and prescription suppositories. Monitoring vitals. Safe and comfortable transferring. Personal hygiene such as bed baths, oral health, and

assistance using the commode. Planning and cooking nutritious meals. Transporting Lucy to appointments or social outings. Companionship. This was a full time position. My employment with Lucy ended in December 2008 when she passed away.

Please use Timber Harkins as a reference. Timber was a co worker who knows me very well. Timber Harkins: 928-607-7442

February 2002-March 2004: **Head of Kitchen** for Pasta Mia Italian Restaurant; Duties included: Making sure food is prepped for the day ahead and cooking high quality meals and sauces individually at a quick pace. Hiring/firing of a small kitchen staff. Food ordering and stocking. I did creative meal plans for our weekly specials. Ensuring the kitchen was cleaned and disinfected to proper standards. I got a lot of kitchen experience at this position under the supervision of the restaurant owners Fred and Malay. I left Pasta Mia on good terms in late spring of 2004 due to moving away. I am really grateful for the experience I had here and I still used what I learned at Pasta Mia in my own kitchen today.

Pasta Mia: 505-265-3090. 6001 Lomas Blvd NE # L Albuquerque, NM 87110.

August 2000-February 2002: **Line Cook** for Black Angus Restaurant; Duties included: Cooking meals on the line at a quick pace during high volume hours. Cutting prime rib at proper portions and grilling meats as ordered. Cleaning the grills and wiping down kitchen and the end of shift. I left this job on good terms to take the desired position at Pasta Mia. The kitchen manager at the time was named Nolan.

Black Angus: 2290 Wyoming Blvd NE Albuquerque, NM 87112 (505) 292-1991

Professional References:

Faylene Begaye: 928-606-0007

Justin Powell: 928-313-6388

Rosie Haxton: 928-699-4697

Timber Harkins: 928-607-7442

Personal References:

William Essex: 205-910-9300

Home Improvement Sales Representative

Laura Hatfield: 505-975-7484

Graphic Design at Sandia National Labs

Ruthie Norris-Thomas: 928-310-1120

Promoter at Level

