

409 Coral Reef Rd Alameda, CA 94501

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Joanna Diaz

Skills and Abilities:

- Word Document, Powerpoint, and Excel Certified
- Direct Support Professional Certified
- Photoshop Certified (2015)
- Camp Humphreys YCTV Cast and Crew (VideoGrapher)
- Adobe Digital Publishing Indesign (2015)
- Typing 57WPM

Experience

- Best Home Care (Aug 2022-Present)
 - Assists consumers need by bathing, feeding and medication
- The Mentor- Direct Support Professional (Feb 2021-Dec 2021)
 - Cook consumers meal
 - Sweep, Mop and Clean houses and restrooms
 - Checked medication and shift changing
- Onohawaiiinbbq (April 2019- May 2020)
 - Managing Registers and fix equipments
 - Check emails through Outlook
 - Use spreadsheets for daily sales and reports
 - Open store and prepare condiments for the guests
 - Cleaned restroom
 - Daily closing
 - Costumer Service
- Delta Star Home care (January 2017- December 2017)
 - Changed bed sheet, clean bathroom, and cook.
 - Assists clients needs such as taking shower, feeding, changing clothes, and medicine.

Education

Modesto Junior College 2016-2018 (Nursing)

National Honor Society 2011-2015

High School Graduated: Humphreys High School 2015