

Danielle Kane

2202 Forest Street, Wausau, WI 54403
Cell: (715) 848-4458 • dkane@horizon.net

Profile

A competent, talented Respiratory Therapist technical college graduate with strong attention to detail and an excellent work record. Possess strengths in assessment, patient preparation, documentation and care delivery. Highly regarded for analytical skills with ability to perform well under pressure in fast-paced environments. Able to quickly adapt to changing needs and priorities while maintaining a positive, upbeat outlook in serving patients.

Education & Certifications

MID-STATE TECHNICAL COLLEGE, Wisconsin Rapids, WI 2010
Associate in Applied Science Degree – Respiratory Therapist

- GPA: 3.60
- Selected coursework: Medical Technology, Respiratory Therapeutics I, General Anatomy & Physiology, Respiratory Pharmacology, Respiratory and Circulatory Physiology, Microbiology, Respiratory Disease, Respiratory Life Support Technology, Microeconomics.

TOWER TECHNICAL INSTITUTE, Minneapolis, MN 2005
Technical Diploma – Medical Assistant

Work Experience

FAMILY CARE CENTER, Wausau, WI 2005–2008

Medical Assistant

Performed a wide variety of tasks for assigned clinic patients in delivering prompt, quality care.

- Drew and administered vaccinations.
- Obtained vitals from patients including blood pressure, pulse and respirations.
- Updated medication lists and allergy alerts.
- Prepared and cleaned exam rooms according to designated sterilization standards.
- Managed inventory of supplies.
- Complied with all applicable infection control and bloodborne pathogen guidelines.
- Documented patient activity using electronic medical record.

KRAMER MOTORS, Marathon, WI 2001–2003

Office Support

Assisted with various duties in supporting the dealership's daily operations.

- Processed payroll, vacation schedules, and health and dental insurance for employees.
- Reconciled multiple accounts and processed monthly statements in generating customer invoices.
- Coded and keyed accounts payable and accounts receivable information.

MORTON'S HARDWARE, Marathon, WI 1999–2001

Sales Associate

Assisted customers with purchases and performed other tasks including ensuring strong visual merchandising throughout the store.

- Created new merchandising displays to help promote sales.
- Assisted with managing inventory and maintaining optimal stock levels.
- Added to product knowledge on a continuous basis to better assist customers.
- Won several awards for outstanding customer service.