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### Candidate Contact Information

<b>Candidate Name:</b> Sonja Ford	<b>Candidate Location:</b> N/AN/A
<b>Mobile:</b> N/A	<b>Home:</b> N/A
<b>Email:</b> sonja31712@yahoo.com	<b>Contact Preference:</b> N/A

### Application Summary

<b>Job Title:</b> Commissioner	<b>Job ID:</b> 197016001
<b>Application Date:</b> 06/15/18	<b>Resume Updated:</b> 06/14/18
<b>Career Level:</b> N/A	<b>Relocation:</b> Will Not Relocate
<b>Rating:</b> Not Rated	<b>Highest Education:</b> N/A
<b>Work Status:</b> N/A	<b>Screening Score:</b> no specified
<b>Work Experience:</b> no specified	

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Sincerely,

**SONJA J. FORD**  
**133 WESTCOTT LANE. ALBANY. GA 31721**  
**(229) 349-4662**  
***sonja31712@yhoo.com***

**Objective:**

Seeking the position as a surgical technician, wherein my technical expertise is mainly GI Endoscopy, I have trained and have experience in Operating room. I am very Passionate about providing great quality care and I have had experience in years which I strongly support. I am skillfully trained in maintaining aseptic techniques and safety in the surgical procedure rooms. I have been in healthcare for over 20 years which contributes to my experience with direct patient care. AA and maintaining medical equipment which contributes towards organizational growth and development. I am seeking to build on existing skills and experience a whole new realm of the workplace! I would love the opportunity to utilize my extensive knowledge in the medical field.

**Job Knowledge & Skills:**

- Comprehensive knowledge of surgical equipment and instruments as well as surgical procedures
- Extensive knowledge of handling surgical equipment and operation room procedures
- In-depth knowledge of maintaining and cleaning surgical equipment
- Strong knowledge of medical supplies and equipment as well as health care standards gh
- Possess excellent communication, management, and organizational skills
- Attention to detail with strong management and organizational skills
- Prepare procedure rooms
- Maintain and re-stock supplies
- Experience with Transport of Patients
- Assist Medical Doctors using Endoscopes
- Prepare the procedure rooms
- Provide support to Physicians and Nurses during the procedures
- Handle Specimens collected
- High-level Disinfection of Gastrointestinal Endoscope Reprocessing with regards to cleaning, disinfection, and sterilization using Scope Washer
- Medical Terminology
- HIPPA/Patient Confidentiality
- Microsoft Office Systems (Word Office)

**Educational Summary:**

Achieved Surgical Technical Degree  
Albany Technical College 2006

**Professional Experience:**

Phebe Putney Memorial Hospital, Albany, Georgia  
February 2017-Present  
Certified Surgical Technician

- Assisting the surgical staff with the surgical activities like maintaining and handling the surgical instruments
- Cleaning and maintaining the surgical procedure rooms and instruments and endoscopes
- Preparing the procedure room before each procedure and other clinical requirements
- Counting and maintaining the proper records of surgical instruments and needles
- Gathering the necessary supplies updated by the surgical staff
- Setting up rooms and sterilizing the necessary surgical equipment
- Preparing the necessary information of the patients and monitoring the stocking of equipment before each procedure
- Providing direct and indirect patient care activities by giving the necessary support

Dialysis Clinic, Inc March 2014-February 2017

- Set-up and operate hemodialysis machine to provide dialysis treatment
- Prime dialyzer with saline to prepare machine for use
- Monitoring Patients undergoing treatment
- Cannulate Patient Fistulas and Grafts for hemodialysis
- Take and record patients dialysis vital signs

**Skills & Abilities:**

- Certification in Surgical Technology
- Adheres to Association of Surgical Technologists code of ethics
- CPR certified
- 6 years' experience in GI
- 10 year's experience in dialysis

**Reference:**

Will be pleased to provide upon request