

OAKLEY SANFORD

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a Franklin, PA 16323

PROFESSIONAL SUMMARY

Diligent worker focused on providing optimal support to clients through personalized assistance and care required to manage diverse medical conditions. Proficient in organizing doctor appointments and personal activities. Caring, organized and friendly with excellent interpersonal skills.

Main focus is knowing my job is completed, anything not finished is the first priority the next day. Willing and able to listen to opinions and recommendations of people and find ways to fit them into my daily life.

SKILLS

- Good With People
- Landscaping
- Machining Skill
- Cooking
- Computer Skills
- Proficient Typing Skills
- BlackSmithing
- Wood Working

EDUCATION

Franklin Area High School
Franklin, PA • 06/2018

High School Diploma

Vo-Tech
Oil City, PA • 05/2018

Machine Tool Certificate : Machine
Tool Technology

WORK HISTORY

Tyler Johnsons Landscaping - Lanscaper
Franklin, PA • 05/2019 - 06/2020

- Maintained tools and equipment to foster safe and consistent operation.
- Followed quality standards and procedures to minimize errors and maximize customer satisfaction.
- Provided observations, took measurements and performed tests at various stages according to quality control plan.

Public Partnerships, LLC - Personal Care Assistant
Franklin, PA • 03/2018 - 09/2019

- Cleaned residences and care areas to ensure comfort and safety of each client.
- Helped family members plan healthy meals, purchase ingredients and cook meals to provide adequate nutrition for client wellbeing.
- Provided safe mobility support to help patients move around personal and public spaces.
- Maintained clean personal areas and prepared healthy meals to support client nutritional needs.
- Ran errands for customers, including shopping, and picking up other necessities.

ACCOMPLISHMENTS

My biggest accomplishment so far in my young life has been my completion at Oil Region Recovery Center, the program taught me a lot and made me realize things about myself I never thought I would. My next accomplishments that I am most proud of would have to be completing High School along with Vo-Tech.