

Zachary Snyder

963 Corbett Street, Clarion, PA 16214 | 724-407-3007 | zachary.snyder92@yahoo.com

Work Experience

Personal Care Home Administrator

WRC Senior Services

Brookville, PA

07/2021-Present

- Provide oversight in maintaining compliance for all aspects of the personal care community in accordance with the Office of Human Services.
- Provide leadership and guidance to the caregiving staff.
- Manage the facility census, patient referrals, and completion of admission processes in order to assure resident and family satisfaction.
- Assess new potential admissions and coordinate ongoing resident care.
- Balance the census population according to budgetary needs.
- Plan, develop, organize, implement, evaluate, and direct the facility's programs and activities
- Provide a dynamic environment for staff to work and residents to live.
- Coordinate all aspects of talent resource management.
- Develop census thorough sales accountability.
- Establish a leadership presence in the community.
- Overall management and oversight of a Personal Care facility that currently holds 51 residents
- Completed Diabetic/Insulin and Medication Administration trainings

Sous-Chef

WRC Senior Services

Brookville, PA

08/26/2020-07/2021

- Cooked and maintained the inventory of snack bar as well as
- Placed food and beverage orders with various vendors.
- Assisted in the menu preparation for the residents

Landscaper

Cooney's Lawn Care

Brookville, PA

5/2020-Present

- Maintain grass and landscapes with the use of various types of equipment
- Tree removal, snow removal, and hardscape installation.

Customer Service Representative

True Blue DBA Labor Ready

Monaca, PA

07/01/2015 - 09/01/2016

- Established relations with outside businesses for contracts

- Evaluated the needs of contracted businesses, matched clients' skills with business needs, placed and scheduled workforce as necessary, gathered and maintained accurate payroll records for clients, monitored productivity, resolved any issues.
- Assisted clients with placement and skill assessments, provided training in applicable fields, and acquired applicable documentation for employment.

Internship-Finance

Woodman of the World

Butler, PA

06/01/2014 - 08/01/2014

- Job shadowed financial advisors, accompanied on daily tasks and client appointments, acquired knowledge of various financial opportunities.

Sales Associate

Transworld Entertainment DBA FYE

Monaca, PA

08/01/2010 - 05/01/2013

- General cashier duties, customer service, inventory management, managed store displays and arrangements.
- Also included a second location in Knoxville, Tennessee during college.

Education

Slippery Rock University

Slippery Rock, Pennsylvania

Bachelor's degree

09/01/2013 - 01/01/2015

Major: Finance

Community College of Beaver County

Monaca, Pennsylvania

Post-secondary academic degree, Associate degree

09/01/2010 - 05/01/2012

Major: Business Administration

Monaca Junior\High School

Monaca, Pennsylvania

High school graduate or equivalency certificate

09/01/2004 - 06/01/2010

Certifications

Penn State Beaver

Personal Care Home Administrator License, April, 2021