

# Shirl Worsham

(717) 277-1930 | shirl\_w@yahoo.com

## OBJECTIVE

Light industrial food packaging worker with strong work ethic and over six years experience. Reliable, dedicated and safety minded employee with strong attention to detail and knowledge of food safety protocols. From prior experience, open to administrative/medical and office work compatible with Fusion (ZoomText and JAWS).

## SKILLS

Fast Learner	Attention to detail	Pallet Jack Operation
Positive Attitude	Identify Flaws	Quality Control Inspection
Telephone Etiquette	Teamwork and collaboration	Workplace Cleanliness/ Equipment Sanitation
Organization	Incident Reporting	Worksite Safety
Proficient in Basic Word, Excel and Quick Books	Punctual and Reliable	Lockout and Tagout procedures
	Works Great Under Pressure	

## EXPERIENCE

### Production Worker

VisionCorps | Lebanon PA

May 2018 - Present

Box assembler, packer, and skid builder for the rice bagging line. Responsible for following food safety protocols, tracking production, cleaning, and sanitation of the equipment and warehouse. Assist with training of new hires and temporary associates. Adheres to OSHA and HACCP guidelines.

### Administrative Assistant

AmVets Department of PA | Fort Indiantown Gap, PA

3 Years

Worked closely with State Executive Director, oversaw AmVets Department of Pennsylvania Officers for efficiency, running of quarterly reports for officers, answering phone calls, processing membership, accounts payable, accounts receivable, data entry and dictation. Oversaw and trained part-time employees and volunteers. Worked in Excel, Word and QuickBooks.

### RNAC – Registered Nurse Assessment Coordinator

Lebanon Valley Brethren Home | Palmyra, PA

10 Years

Scheduling of staff oversaw four healthcare units along with employees including Alzheimer's. Documented Medicare and Medicaid information for compliance. Decreased error rate on the State's Bi-Quarterly Review from 10% to less than 2%. Developed procedures for safety and compliance with OSHA. Served as liaison between family and staff to reconcile issues.

### Hiring Manager

McDonalds | Harrisburg, PA

2 Years

Responsible for all hiring and training for Jonestown Road location. Performed scheduling and shift management. Food safety certified.

### **RN Supervisor**

Stoneridge Health Center | Myerstown, PA

7 Years

Shift scheduling, managed, training, and oversaw staff on second shift, responsible for medications and treatments. Worked closely with medical staff, including doctors to provide the highest level of medical for the community.

### **RN Float**

Bronson Hospital | Kalamazoo, MI

6 Years

Floating nurse certified in trauma, medical / surgical, cardiology, dialysis, day surgery, cancer/chemotherapy and ER on call rotation.

## **EDUCATION**

### **RN Diploma**

Bronson School of Nursing / Kalamazoo, MI

RN Certification in Pennsylvania and Michigan

### **BS in Psychology**

Geneva College | Beaver Falls, Pa

### **High School Diploma**

Solanco High School | Quarryville, Pa

## **COMMUNITY**

Member of VisionCorps Wellness Team

2022-Present

Fundraising Repeller for Eye Drop, VisionCorps

2022-Present

Various Volunteer positions with AmVets Ladies Auxiliary:

- |   |           |
|---|-----------|
| • National Snappiest (fun and honor group)                      | 2003-2005 |
| • National VA/VS Officer (Veterans Affairs / Veterans Services) | 2006-2009 |
| • State President   | 2004-2005 |
| • Region President  | 2000-2001 |
| • Local President   | 1997      |

## **RECOGNITION**

- |  |      |
|--|------|
| • VisionCorps – Presidents Award   | 2022 |
| • VisionCorps / NIB (National Institute of the Blind) – Employee of the year | 2022 |
| • AmVets Auxiliary Member of the year  | 2005 |

## **REFERENCES**

### **Randy Doan, VP of Manufacturing**

VisionCorps | [Rdoan@visioncorps.net](mailto:Rdoan@visioncorps.net); (717) 205-4119

### **Kristen Ilgenfritz, Production Supervisor**

VisionCorps | [KiLgenfritz@visioncorps.net](mailto:KiLgenfritz@visioncorps.net); (717) 205-4108

### **Dave Winn, Customer Service Area Manager**

Gold Medal Product | [winndt69@yahoo.com](mailto:winndt69@yahoo.com); (717) 343-3320

