

MALEAH GUSMAN

Skills

- Adaptability
- Integrity
- Effective communication
- Customer Support and Assistance

Experience

Administrative Assistant | Northland Counseling Services|

- Invoices.
- Track patient's insurance coverage.
- File charts.

Logistics Specialist | United States Navy | June 2019-Current

- Order and Stock supplies.
- Decode Milstrip.
- Issuing repair parts including clothing and general supplies.
- Maintain financial records.
- Maintain accounting systems including databases, and material stocked shore and aboard ships.

Postal Clerk | United States Navy | June 2019-Current

- Operate US Navy postal offices.
- Process incoming and outgoing mail on shore and aboard ships.
- Maintain a mail directory.
- Perform postal counter work.

Nursing Associate | University of Kansas Hospital-Neurosurgery and Surgical Oncology | August 2023-Current

OBJECTIVE

Enthusiastic and patient centered nursing graduate with extensive clinical hours and critical thinking skills.



Maleahgusman00@ (816)876-4800
gmail.com



Address:
9912 N Willow
Ave Kansas City,
MO 64157

VOLUNTEER EXPERIENCE OR LEADERSHIP

- Defense Logistics Agency Disposition
- Emergency Operation Center, US Naval base Yokosuka, Japan
- Mercy and Truth Clinic

- Collaborate with Nursing staff to ensure quality patient centered care

Education

Liberty North High School | 2019 |

Graduate, 3.6 GPA, Northland CAPS

- Internship at North Kansas City Emergency Department
- Internship at North Kansas City Cardiovascular Intensive Care Unit

Maple Woods Community College & University of Missouri Kansas City | Currently Enrolled BSN |

- Capstone: Lee Summit Medical Center ICU
- North Kansas City Hospital Medical Surgery
- Advent Health NICU
- Advent health Labor and Delivery
- North Kansas City Hospital ICU and Emergency Department
- University Health Outpatient and Inpatient Behavioral health
- University Health Community Health

- Liberty Health and Wellness Fair
- Northland Gambling Dine and Learn
- A+ Kindergarten Tutoring

