

# NOEMI G. ROJAS

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## EDUCATION

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**DePauw University** | Greencastle, IN

Bachelor of Arts in Kinesiology and Chinese Studies

## EMPLOYMENT HISTORY

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**Rehabilitation Assistant** | New York, NY

**August 2, 2021 – August 4, 2023**

Memorial Sloan Kettering Cancer Center-Main Campus

- Assist under the supervision of licensed Occupational and Physical therapists with acute care inpatient: pediatric, adolescent, adult, and geriatric patients.
- Assist in Outpatient pediatric rehabilitation, engaging with patients as young as 6 months old.
- Ensure patient safety through line management, taking vitals, following precautions and proper mobility techniques, guiding patients through a clear path or space, cleaning equipment and surfaces, and bringing the proper DME during sessions.
- Work with cancer patients that need different levels of assistance and are going through different treatments or procedures.
- Motivate patients during sessions by listening, cheering, playing music, giving ideas to have a more creative session.
- Observe OT/PT initial evaluations and reevaluations where I learned ADL's and performance skills.
- Handle DME Scripts for safe patient discharge and ensure proper justification in documented notes.

**Case Investigator Team Lead Bilingual** | Chicago, IL

**January 4, 2021 – June 4, 2021**

Cook County Department of Public Health

- Managed a collaborative team of Contact Tracers within the Cook County Department of Public Health that conducts Case Investigation and Contact Tracing, identify and solve various issues related to a continuously changing atmosphere to effectively help prevent the spread of COVID-19.
- Trained and monitored newly hired Case Investigators and Contact Tracers to help the department to expand and keep up with demand.
- Handled personal health information with discretion and professionalism in accordance with HIPAA guidelines.
- Provided education and isolation/quarantine instructions to COVID-19 positive cases and their related contacts, including symptom monitoring and assessing the need for medical care and supportive services.
- Collected and recorded information obtained from the case interviews into a Salesforce CRM utilizing established policies and procedures.
- Significant experience using: Salesforce, Microsoft Teams, Twilio, Microsoft Office, and Excel.

**Contact Tracer Bilingual** | Chicago, IL

**September 8, 2020 – January 1, 2021**

Hektoen Institute LLC

- Worked with Cook County Department of Public Health that conducts Case Investigation and Contact Tracing to interview COVID positive cases, provide education, symptom monitoring, and assess need for medical care and supportive services.
- Handled personal health information in accordance with HIPAA guidelines.
- Trained and monitored newly hired Contact Tracers to help the department to expand and keep up with demand.

**Team Leader and Assistant Instructor** | San Francisco, CA

Galileo Learning Summer Camp

**June 21, 2019 – August 9, 2019**

- Worked with a group(s) of young children ages four and five years old.
- Created a fun and safe environment for the children by creating posters, activities, games, and songs
- Helped campers with their projects which helped enhance those projects and encourage kids to practice being courageous.
- Assisted and took lead in teaching the outdoors session.

**Health Assistant** | Twin Lake, MI

Blue Lake Fine Arts Camp

**June 6, 2018 – August 19, 2018**

- Medical care to a camp population of over 6,000
- 14-hour shifts for 24-hour care between health staff, giving first aid, assisting nurses with patients.
- Maintained and operated the health lodge, supported campers with special needs, transported campers for off-camp medical care.
- Management of camper's medication and constant communication with all staff and parents of the campers.
- Learned better communication and first aid skills, met and talked with others in the same field as me, and was offered the Health Director position for the upcoming summer.

**Babysitting** | Chicago, IL., San Francisco CA, Greencastle, IN, and New York, NY**2014 - Present**

- Responsibilities include: creating activities, ensuring child(ren) safety, feeding, setting bedtimes and mealtimes, monitoring for health issues, and communicating concerns or outcomes with parents.

**VOLUNTEER EXPERIENCE**

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**Volunteer at Asbury Rehabilitation Department** | Greencastle, IN**2018 - 2020**

Asbury Towers

- Observed and helped geriatric patients do their therapy, give feedback, and talked to the patients to make them feel more comfortable and calmer.
- Gave ideas, observations, and asked questions to the therapist on ways patients better their health and help fulfill patients needs and goals.
- Encouraging patients to finish their sets, push them to keep going, give them positive talk/speech, asking about their day, being attentive and listening.
- This volunteering and observation opportunity allowed me to learn, communicate, and practice my knowledge on the human body and mind. It has also helped grow my interest in rehabilitation, specifically occupational therapy.

**Live Local Think Global Series Program** | Greencastle, IN**2018 - May 2020**

Putnam County Public Library

- The mission of this program is to promote public dialogue and action, exploring the rationales behind and alternatives to our daily life choices.
- Contacted and communicated with speakers that focus on Non-violence and the environment
- Community involvement, reaching out and getting volunteers.
- Focused on teaching the community and sharing ways we can help the earth and our community to be healthy, reflective, and active.

**DePauw Civic Fellows** | Greencastle, IN**2017 - 2020**

Executive Team- President, Community Relations, and Vice President

- Team Oriented in engaging in civic service and advocacy by reaching out to the community, planning and organizing events in order to find volunteering opportunities.

**Coordinator of the Spanish Enrichment Program** | Greencastle, IN**2017 – 2020**

TZ Elementary School

- Taught beginner Spanish Language and Latin American culture to elementary school students.
- Executed lesson plans, activities, and games for classes averaging thirty to forty students.
- Coordinated community involvement by recruiting volunteers, preparing and providing transportation.
- Gained teaching experience, communication skills, and received the opportunity to teach a language to the youth.

**PROFESSIONAL QUALIFICATIONS**

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- Native in both Spanish and English Language, and Chinese Mandarin (Advanced Level)
- Strong work ethic, organized, flexible, lesson and activity planner