

# Maria Palacio

Hewitt, TX 76643

[maria1palacio@outlook.com](mailto:maria1palacio@outlook.com)

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## Work Experience

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### **Security Guard**

G4S - Austin, TX

March 2015 to September 2018

- Permitted authorized persons to enter property and monitored entrances and exits.
- Observed departing personnel to protect against theft of company property and ensured that authorized removal of property is conducted within appropriate client requirements.
- Investigated and prepared reports on accidents, incidents, and suspicious activities.
- Provided assistance to customers, employees and visitors in a courteous and professional manner.

### **CNA - Certified Nursing Assistant**

Wesley Woods Senior Living - Hewitt, TX

March 2013 to March 2015

- Provided for activities of daily living by assisting with serving meals, feeding patients as necessary and ambulating, turning, and positioning patients; and providing fresh water and nourishment between meals.
- Maintained patient stability by checking vital signs and weight; and recording intake and output information.
- Provided patient comfort by utilizing resources and materials; transporting patients; answering patients' call lights and requests; and reporting observations of the patient to nursing supervisor.
- Documented actions by completing forms, reports, logs, and records.

### **CNA - Certified Nursing Assistant**

Senior Care Centers - Hewitt, TX

April 2012 to March 2013

- Provided for activities of daily living by assisting with serving meals, feeding patients as necessary and ambulating, turning, and positioning patients; and providing fresh water and nourishment between meals.
- Maintained patient stability by checking vital signs and weight; and recording intake and output information.
- Provided patient comfort by utilizing resources and materials; transporting patients; answering patients' call lights and requests; and reporting observations of the patient to nursing supervisor.
- Documented actions by completing forms, reports, logs, and records.

### **Cashier/Key Holder**

Goodwill Industries - Waco, TX

March 2010 to July 2011

- Performed register tasks including verifying funds, accurately counting down register, maintaining cleanliness and stocking register areas.

- Maintained display areas including special displays, new goods fixtures, racks, shelves, bins, and other areas displaying items for sale.
- Welcomed customers, answering their questions, helping them locate items, and providing advice or recommendations.
- Followed all store procedures regarding coupons, gift cards, or the purchase of specific items.

### **Customer Service Representative**

Blockbuster Video - Waco, TX

August 2009 to March 2010

- Performed register tasks including verifying funds, accurately counting down register, maintaining cleanliness and stocking register areas.
- Maintained display areas including special displays, new goods fixtures, racks, shelves, bins, and other areas displaying items for sale.
- Welcomed customers, answering their questions, helping them locate items, and providing advice or recommendations.
- Followed all store procedures regarding coupons, gift cards, or the purchase of specific items.

## Education

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### **High school diploma**

University High School - Waco, TX

August 2005 to June 2009