

Alexandria Forkey

Walton, NY 13856

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Work Experience

CNA - Certified Nursing Assistant

Chestnut Rehab and Nursing - Oneonta, NY

August 2022 to Present

- Turning or moving patients
- Gathering medical supplies
- Bathing patients
- Grooming patients by brushing their hair, teeth, shaving them, etc.
- Feeding patients and documenting their food and liquid intake
- Checking vital signs such as blood pressure and heart rate
- Answering patient calls
- Documenting information
- Cleaning rooms and bed linens
- Stocking supplies
- Assisting with some medical procedures
- Safety procedures
- Transporting patients
- Taking care of wounds

Assistant Varsity Softball Coach

Downsville Central School District - Downsville, NY

March 2022 to Present

- Coordinate day-to-day operations of the women's softball program.
- Organize and coordinate all team functions, including practices, competitive schedules, travel, and fundraising.
- Recruit, supervise and evaluate assistant softball coaches.
- Successfully recruit student athletes for softball.
- Manage and document student athletes' academic and athletic progress.
- Provide advising support functions, including following up on academic at-risk reports.
- Develop conditioning and practice programs to ensure student athletes are appropriately prepared and adhere to all safety protocols and directives from training staff and other medical providers.
- Create and maintain a safe, inclusive, productive and effective team environment on and off the playing field.
- Cultivate a positive team oriented culture with an expectation of accountability.
- Motivate student athletes to peak performance on the field and in the classroom.
- Coordinate community and campus outreach efforts for softball.
- Manage the operating budget for softball program.
- Oversee some softball facility events and management.
- Commitment to student-centered athletics.

- Maintain a positive relationship with the student athlete and his/her family and be accessible for instruction regarding athletic, academic and personal issues.
- Provide service excellence through courteous, informed, accessible and professional engagement.
- Perform other duties as assigned.

CNA - Certified Nursing Assistant

A.O. Fox Nursing Home - Oneonta, NY

August 2021 to June 2022

- Turning or moving patients
- Gathering medical supplies
- Bathing patients
- Grooming patients by brushing their hair, teeth, shaving them, etc.
- Feeding patients and documenting their food and liquid intake
- Checking vital signs such as blood pressure and heart rate
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resident

The ARC of Delaware County - Walton, NY

May 2016 to June 2019

Walton, New York May 2016 - Present

www.delarc.org

Residential Habilitation Professional

- Provided life coaching skills to mentally disabled adults and children
- Plan, Organize and lead various residential activities.
- Assisted in the development and assessment of resident.
- Administration of Meds

COMMUNITY SERVICE/ INTERNSHIP

The ARC of Delaware County - Walton, NY

January 2017 to May 2017

Therapeutic Recreation)

Lion's Club - Walton, NY

September 2011 to December 2015

ATHLETIC EXPERIENCE

Student statistician

SUNY Delhi Men's Soccer - Delhi, NY

August 2015 to October 2015

CDO Workforce

Walton, NY

May 2015 to August 2015

General Maintenance

- Worked with participants ages 12-14.
- Worked on the Delaware County Fair Grounds doing Grounds work

Assistant Coach - Women's Softball

SUNY Delhi Athletic Department - Delhi, NY

January 2015 to May 2015

Assisted in the planning and organization of softball practices

- Primary coaching responsibility was to work with pitchers on the team
- Coached third base during offensive series of games
- Assisted with analysis of team and individual statistics

SUNY Delhi Kids Night Out - Delhi, NY

May 2013 to December 2014

team captain

SUNY Delhi Women's Softball

2013 to June 2013

2013, 2014, 2015)

Waterville High School, Varsity Softball, 2012 (team captain) (Kennebec Valley Conference First Team All Star - 2012)

Taco Bell - Waterville, ME

October 2012 to December 2012

CSM

- Completed meal preparation tasks
- Provided customer service as walk up and drive through cashier

team captain

Waterville High School

2012 to 2012

Waterville High School, Varsity Field Hockey, 2012 (team captain)

team captain

Walton High School, Varsity Softball

2008 to 2011

2008 - 2011) (MAC All-Star Selection 2009, 2010, 2011)

team captain

Walton High School, Varsity Bowling

2008 to 2011

2008 - 2011)

team captain

Walton High School, Varsity Field Hockey

2008 to 2011

2010 - 2011)

Education

Bachelor of Business Administration degree in Recreation and Sports Facility Management

State University of New York at Delhi - Delhi, NY

May 2017

Associate in Applied Science degree in Recreation and Sports Management

State University of New York at Delhi - Delhi, NY

December 2014