

Danielle N Enniful
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OBJECTIVES

I am a personable and dedicated individual who has great ambition to succeed in any situation and environment. I love to learn and am always up for a challenge. I work well and efficiently with others as well as independently. I am seeking admittance to your consortium where I can develop and grow as a professional and give my best to contribute positively to the field.

SKILLS

All Microsoft programs
Communication
Strong work ethic
Creative
Adaptability
Collaboration
Critical thinking
Willingness to learn

EXPERIENCE

Serenity Christian Homes
West Fargo, ND
Assistant Home Manager
April 2015-present

I work with at risk youth ages 10-14 in a group home setting with mostly behavioral and mental health issues. I work with a team of case managers and therapists to provide a therapeutic environment and teach coping and social skills.

Dakota Boys and Girls Ranch
Fargo, ND
Residential Treatment Advisor
May 2012-May 2015

I work with kids from the ages of 10-18 who have behavioral and substance abuse issues. I work with a team of case managers and therapists to provide a therapeutic environment and teach coping and social skills.

Bethsida Homes, INC
Moorhead, MN
Home Manager
December 2010-May 2011

I dealt with client issues, working closely with their case managers and members of the county. I made the staff schedule and was in charge of the budgets and allocated medications. I arranged appointments and transportation for all clients. Corresponded as necessary with the Administrator of the company

Settle Inn and Suites
Fargo, ND
Front Desk
July, 2010-December 2010

I check-in/out guests, make reservations, field complaints, provide general customer service and maintain a clean and acceptable lobby.

Dacotah Foundation
Fargo, ND
Mental Health Technician
June, 2009-August 2012

I work with the severely mentally ill and chemically dependent. I observe their daily living skills and observe medications. I am also the supervisor's assistant, which includes various office duties and keeping up the facility.

Concordia College-work study
Moorhead, MN
Student employee for ICA and student resource center
Jan., 2007-May, 2009

I worked with the Intercultural Affairs office and the student resource center in conjunction with that position. I organized various events around campus and planned the International Student Orientation in 2008. In the resource center I made sure had access to various materials for projects, reports and presentations.

Parkmoor Village Healthcare Center
Colorado Springs, CO
Receptionist
May 2006-Jan., 2007

I answered phones, sorted mail, sent faxes, gave tours and updated the client lists.

Dillard's
Colorado Springs, CO
Sales Associate
May 2005-August 2005

I helped customers find clothing in the junior's department, ran a cash register, marked down and stocked merchandise

EDUCATION

Concordia College
Moorhead, MN
BS-Psychology
June 2009

Doherty High School
Colorado Springs, CO
High School Diploma
May 2004

CERTIFICATIONS

Medication Certified- July 2009
First Aid- June 2014
CPR- June 2014
CPI- June 2014

CERTIFICATES

Mental Health Technician 200