

**Rehona V Hussain**

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### **Profile**

**Dedicated and eager to keep improving and succeeding at any job I work for. Trainer to new employees and a great role model to my co-workers. Accomplished excellent knowledge and experienced years of great workplace ethics.**

### **Experience**

**CUSTOMER SERVICE REPRESENTATIVE, NY MEDICAID CHOICE, NEW YORK, NY — FEBRUARY 2022 — AUGUST 2023**

**We connect with hard-to-reach, underserved populations to improve access to preventative and primary health care. My role is to schedule assessments for nurses to assess consumers who are seeking personal care, and consumer-directed personal assistance services and to see if they are eligible to receive managed long-term care.**

**FRONT DESK REPRESENTATIVE, NY COMPREHENSIVE MEDICAL CARE, SMITHTOWN, NY — NOVEMBER 2019 — APRIL 2020**

**My responsibilities were to greet patients as they walked through the door. Check in and check out. Before being seen by the Doctor their insurance would have to be verified and collect copays. Scheduling appointments, answering phone calls, and gathering any medical records requested by the doctor promptly.**

**CASHIER/ CATERER, PANERA BREAD, GLENDALE, NY — APRIL 2018 — DECEMBER 2022**

**I started as a cashier, taking orders and greeting customers, then later hired by the catering coordinator. My new responsibilities were to prepare and deliver orders to the customer's location. The two biggest orders I participated in were catering at an event for the Oprah Show and the 2019 Belmont Stakes**

### **Education**

**Amityville Memorial High School, Amityville NY — Regents Diploma, 2015 Suffolk**

**County Community College, Brentwood/ Selden, NY — Some credits, 2018 Major:**

**Criminal Justice**

### **Skills**

**Creativity, interpersonal, customer service, problem-solving, and Computer savvy.**

### **References**

**Sheila Prieto, supervisor, NIYA FTF Department — (860) 705-3721**

**Ula Javor, Cater Coordinator of Panera Bread — (718)897-4680**

**Coleen Lopez, manager, NY Comprehensive Medical Care — (631)656-9040**