

Curriculum Vitae



Jordan Lindekens

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EDUCATION

University of Pennsylvania

Candidate for Bachelors of Science in Nursing

Minoring in Healthcare Management, Certificate in French

GPA 3.5/4.00

Philadelphia, PA

May 2019

HONORS AND AWARDS

SELF Nursing Scholarship, Valspar Outstanding Student Scholarship

International Baccalaureate Diploma

French Honor Society, Phi Delta Pi

RESEARCH EXPERIENCE

-Children's Hospital of Philadelphia, Research Assistant who performs data abstraction for the American Heart Association Get With the Guidelines-Resuscitation database

-University of Pennsylvania Health Systems, Research Assistant, "Acquired immunity long-term defect after cardiopulmonary bypass" with Dr. Krzysztof Laudanski

WORK EXPERIENCE

University of Pennsylvania, School of Nursing, Office of Admissions and Student Services,
Philadelphia, PA

Administrative Assistant (August 2015- present)

- Interact with prospective nursing students, take them to lunch
- Answer phone calls, assist students in answering their questions

Hospital of the University of Pennsylvania, Philadelphia, PA

Student Nurse- Medical Surgical Nursing (Fall 2017)

- Administer PO, intravenous, subcutaneous, small bowel tube medications
- Provide physical assessments, check vital signs
- Perform EKGs on patients
- Educate patients on medications, early ambulation
- Perform tracheostomy care

Robert Newkirk II, Personal Injury Attorney at Law, Cornelius, NC

Legal Assistant (June 2014-June 2017)

- Interact with hospitals to retrieve medical records
- Understand and enforce the use of HIPPA
- Interact with clients to ensure their questions were answered

Pennsylvania Hospital, Philadelphia, PA

Student Nurse- Obstetrics (Spring 2017)

- Administer PO, subcutaneous and intramuscular medication
- Provide full body assessments of mothers (postpartum) and newborns, including vital signs
- Insert and remove Foley and Straight catheters
- Assist with labor support and recovery, removing an epidural

Institut Jean Bordet, Brussels, Belgium

Student Nurse- Oncology (Summer 2016)

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- Administer PO and IV medication
- Draw blood, give shots, check vital signs
- Performed morning routine, such as bathing patients and changing bed sheets

PROFESSIONAL ASSOCIATIONS AND MEMBERSHIPS

Penn Dance Marathon, Board of Directors, 2016-present

Chi Omega Fraternity, Philanthropy Committee, 2016-present

Red Cross Blood Drive, Lead Coordinator, 2012-2015

LANGUAGES

English (first language), French (fluent)

ACTIVITIES

Soundworks Tap Factory – dancer, choreographer, interpersonal relations chair to encourage team-building and appreciation for every team member.

English Tutor – taught French speaking children in the Brussels area English-speaking skills.

Dance Teacher – taught special needs children dance as a form of tactile therapy, assisted with dance classes at my local dance studio that I also took classes at.