

# Katarzyna Grzenia

( 9 September 1986, Bydgoszcz, Poland)

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## PROFILE

I consider myself to be a highly personable and sociable person, self-confident who has benefitted from experience of managing own medical service business. Personally well organized and self-motivated person. My experiences have required me think on my feet and to develop strong communication and problem solving abilities. I work well under pressure and I am well motivated to get on with tasks on an individual basis.

## KEY SKILLS

<b>Medical skills:</b>	venal puncture, draw blood, injections, administer IV medications, basic and advanced live support (BLS/ALS), patients assessments
<b>Operations Management Skills:</b>	Average 250 patients per week operate in blood taking points and around the city, cooperate with clinics, doctors consulting rooms, sports school, sport clubs.
<b>People skills:</b>	Providing personal and respectful service to all type of patience, excellent preparation for the treatment of patient with physical and mental.
<b>Personal skills:</b>	Personally very well organized with strong administrative skills while working under intense pressure.

## EXPERIENCE

**May 2012 – June 2014** Labdrive Katarzyna Grzenia- owner ([www.labdrive.pl](http://www.labdrive.pl))  
In the central Poland I was first to invent medical service which was provide true the “Labdrive”- by getting directly to the client/patients.

Main duties include:

- Drawn blood for all type of tests for all patients included children
- Coordinate and realize tests given from doctor and private clients
- Working closely with Vitalabo –largest laboratory in north Poland ([www.vitalabo.com.pl](http://www.vitalabo.com.pl))
- Patience assessments

- Offering medical service to schools and sports club
- Nursing interventions at the patient house
- Ordering of the medical assortments
- In putting result of the tests true the healthcare software
- New patients registration
- Providing basic information on the phone

**September 2011 – April 2012**

P.W. Artmetal – sales manager, administration officer working on administrating side of the business helping and coordinating sales of metal assortments including sales to various countries. I was involved in managing small team and help them to develop, by giving them important training.

**December, June 2009**

Internships: Dr A. Jurasz University Hospital Bydgoszcz. Training in the field of techniques for medical procedures and nursing care. Independent Public Health Care Institution in Chełmno – Training in the field of medical Emergency treatment in medical rescue teams and in the emergency department.

### **EDUCATION**

Nicolaus Copernicus University in Toruń

Faculty of Health Sciences

2006-2011

August 2009 – confirming graduation from full time studies

Field of studies: **Public Health**, line: **Medical Rescue** and being granted, on August 6, 2009, the degree of – Licencjat (Bachelor)

September 2011 – confirming graduation from full time studies,

Field of studies: **Public Health** and being granted, On September 19, 2011 the degree of Magister (Master)

General High School name of Nicolaus Copernicus in Nowe

Bio- informatics profile

### **Other**

Languages: English

Polish (mother tongue)

Driving: Full clean EEU license

Computer: MS Office applications- Word, Excel, Outlook, Explorer

