

**KERRI KUHN**  
**Licensed Nursing Home Administrator**  
1225 Aspen Glen Drive  
Hamden, CT 06518

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(908)-907-0918

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## **EDUCATION**

### **Quinnipiac University, Hamden, CT**

- Long Term Care Administration Certificate Program **December 2014**
- Master of Business Administration in Health Care Management **May 2014**
- Bachelor of Science in Health and Science Studies **December 2012**

## **WORK EXPERIENCE**

### **Griffin Hospital, Griffin Faculty Physicians, Derby, CT** Administrative Intern

**October 2014 – December 2014**

- Assist administration with business and financial projects
- Create PCMH policies and procedures for Griffin Faculty Practice

### **Hewitt Health and Rehab, Shelton, CT** Administrator in Training

**September 2014 – December 2014**

- Assisted the Administrator in directing day-to-day functions
- Completed 500 hours as an Administrator in Training
- Completed admission agreements with residents and families
- Directed successful transition of laundry companies
- Implemented Rehab rounds on short-term rehab unit
- Directed renovation of dining rooms
- Conducted safety in-service
- Completed Quality Improvement plan to reduce prevalence of nosocomial pressure ulcers
- Implemented secure texting between doctors and nursing supervisors

### **Women's Health Care of New England, Norwalk, CT** Intern

**January 2014 – March 2014**

- Assisted Practice Administrator in organizing practice functions
- Analyzed patient volume and provider productivity

### **Bob's Stores, Freehold, NJ** Customer Service / Key Holder

**October 2007 – July 2014**

- Resolved customer issues and returned merchandise to customer satisfaction
- Operated POS system to complete transactions
- Completed store end of day closing by securing all registers and doors

## **SKILLS**

Certifications: Licensed Nursing Home Administrator

Computer: Microsoft Office programs, Windows and Mac OSX