

# Anne Sleeman

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## OBJECTIVE

As a nursing student, I am seeking an opportunity to develop my clinical skills in a hospital, community or long-term care setting. I am eager to apply foundational nursing knowledge, contribute to high-quality patient care, support the healthcare team, and continue learning in a dynamic environment.

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## SKILLS

- Patient Safety
- Activities of Daily Living
- Meals and Feeding Assistance
- Infection Control Practices
- Ostomy, Wound and Catheter Care
- Head-to-Toe Assessments
- Basic Life Support
- Vital Signs Monitoring
- Teamwork and Collaboration
- Proficiency in Arabic and French

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## EDUCATION

### **Honours Bachelor of Science, Nursing (BScN. Hons), Expected 2028**

Ontario Tech University

Current GPA: 4.1/4.3; President's List

### **Master of Health Sciences (MHSc), Community Health, 2019**

Ontario Tech University

Major Research Paper: *State of the Health System: An Exploration of the Patients First Act and Historical Review*

### **Honours Bachelor of Health Sciences (BHSc. Hons), with Distinction, 2013**

Ontario Tech University

Awarded President's Scholarship; \$24,000 over 4 years

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## CLINICAL EXPERIENCE

### **Nursing Student, Long-Term Care (88 hours)**

**Winter 2025**

**Lakeridge Gardens, 6<sup>th</sup> Floor East**

- Obtain and record residents' vital signs, intake and output
- Assist patients with activities of daily living, repositioning and feeding
- Follow isolation precautions and infection control procedures according to institutional policy
- Support PSW to maintain accurate and timely documentation using PointClickCare EMR system
- Build rapport with residents using therapeutic communication techniques
- Perform head to toe physical and mental health assessments

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## WORK EXPERIENCE

**Program Manager, Operational Excellence  
Lifemark Health Group, Toronto, Ontario**

**2023 – 2024**

- Led a transformation strategy for the Partners in Canadian Veterans Rehabilitation Services, improving participant satisfaction scores by 15% and increasing service access by 20%.
- Developed and implemented action plans that streamlined program performance, reducing operational bottlenecks by 25% by engaging 100+ stakeholders to address service delivery challenges

**Senior Program Manager, Systems Design & Enablement (Healthcare Delivery)  
TELUS Health, Toronto, Ontario**

**2022 – 2023**

- Spearheaded the national EMR transformation strategy across TELUS Care Centres, resulting in a 30% increase in digital adoption rates and reduced administrative burdens for clinicians.
- Facilitated cross-functional collaboration among 50+ stakeholders, ensuring timely delivery of critical projects with 100% adherence to deadlines.

**Program Manager, Organ Donation and Transplantation (ODT)  
Canada Health Infoway, Toronto, Ontario**

**2021 – 2022**

- Directed complex initiatives within a \$40.4 million federally funded organ donation and transplantation program, ensuring seamless procurement processes and effective governance.
- Developed strategic frameworks for federal investments, securing alignment with CIHI Pan-Canadian Data Management and Performance Reporting System and improving stakeholder collaboration.

**Manager of Project Management Office (PMO)  
Closing the Gap Healthcare Group, Toronto, Ontario**

**2019 – 2021**

- Established and executed PMO governance frameworks, increasing visibility and accountability for funding agreements, resulting in a 20% improvement in reporting accuracy.
- Strengthened collaboration with executive sponsors and project teams, driving successful alignment across multiple Ontario Health Team portfolios.

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**CERTIFICATIONS**

Basic Life Support ▪ CAMH Mental Health 101 ▪ Hollister Ostomy Care ▪ Institute for Healthcare Improvement (IHI) Quality and Safety ▪ French ▪ Project Management Professional (PMP) ▪ Prosci Change Management ▪ LEAN Six Sigma Green Belt

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**VOLUNTEERING**

**Vaccination Clinics | 2022 – Present  
Peel Region, Brampton, ON**

**Emergency Department | Summer 2024  
Lakeridge Health, Ajax, ON**

**Operational Readiness Planning | April 2024  
Jerry Coughlan Health & Wellness Centre, Pickering, ON**