

MARY JONES
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A highly skilled coordinator with 20 years of comprehensive experience in managing security, safety and emergency operations in hospital and public sector environments.

An extremely knowledgeable trainer who has interacted with all levels of executives from within an organization and as a representative with public officials.

PROFESSIONAL EXPERIENCE

La Mirada Memorial Medical Center and Intercommunity Hospital, La Mirada, California 2000-2007

Safety and Security Coordinator

Managed safety and security operations for two healthcare facilities.

- Developed an internal security program, which saved more than \$60,000 annually.
- Trained more than 25 hospital staff members in emergency preparedness, managing aggressive behavior and psychiatric assault response.
- Assured 100% compliance with health and safety regulations.
- Served as Disaster Chairman for the hospitals' extensive safety programs.
- Represented the facility with the three Orange County emergency response agencies.
- Established and monitored a \$1 million annual budget.
- Trained and tested the competency of seven security officers.
- Supervised all internal health and safety inspection programs.

Smith Hospital of Orange County, Orange, California 1994-1999

Senior Security and Safety Coordinator

Supervised and trained a staff of 30 in security operations, safety codes, loss prevention, internal investigations and parking regulation.

- Developed all safety and security procedures.
- Monitored and enforced all governmental safety regulations.
- Assured 100% compliance with JCAHO requirements.
- Coordinated the security at more than 40 public relations events.
- Prepared more than 100 detailed claims investigation and employee incident reports.
- Represented the hospital with all levels of public safety agencies.

Partnership Industries of Orange County, Irvine, California 1990-1994

Security and Safety Supervisor

Administered the safety, security and emergency programs.

- Conducted weekly on-site safety inspections.
- Redesigned the security intrusion and access systems to reduce theft by 80%.
- Negotiated contracts for facility security services, reducing costs by \$50,000.
- Implemented the agency's first loss prevention program.

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Orange County Unified School District, Orange, California

1988-1990

Community Liaison Officer

Managed the security and patrol operations for a school district with 55 schools and other sites, working closely with local law, fire and emergency service agencies.

American Blood and Tissue Services, Los Angeles, California

1985-1988

Program Consultant

Managed the blood expansion program for the Metropolitan Los Angeles area through extensive community outreach.

- Increased blood donations in Los Angeles by 25%.
- Established schedules and arranged transportation for weekly mobile operations.
- Spoke at more than 40 public events.
- Participated in 23 Southern California disaster events, as well as community emergency and disaster drills.

EDUCATION

California State University, Los Angeles, Los Angeles, California

Bachelor of Arts, Journalism/Communications

Rancho Santiago College, Santa Ana, California

Associate of Arts, Communications