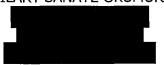
GOV. MSG. NO. 6-55

# HILARY SANAYE OKUMURA



### **EDUCATION:**

University of Hawaii Manoa Masters in Science in Chemistry

Creighton University Omaha, Nebraska Bachelor's in Science in Chemistry

Mid-Pacific Institute Honolulu, Hawaii Diploma

# **EMPLOYMENT HISTORY:**

Arcadia Family of Companies

- Arcadia Home Health Services 1660 S. Beretania Street Honolulu, Hi 96826 Administrator
  - Responsible for the overall management and operations
  - Supervision and oversight of staff including registered nurses, certified nurse aides, clerical personnel, housekeeping personnel

May 2014 to present

- Craigside Retirement Residence
  15 Craigside Place
  Honolulu, Hawaii 96817
  Administrator in Training
  - Training program for Nursing Home Administrator certification and licensure
  - Collaborate with DON in management and supervision of registered nurses, certified nurse aides

 Collaborate with Dining Services and Environmental Services in training and performance of respective staff in the health care center to ensure compliance with applicable regulations

September 2011 to May 2014

Honolulu Police Department Scientific Investigation Section 801 South Beretania Street Honolulu, Hawaii 96813 Criminalist

- Analyze evidence for the presence of controlled substances
- Provide testimony in court on the analysis performed and determinations made
- Laboratory duties

May 2007 to September 2011

Myron B. Thompson Academy 629 Pohukaina Street, Suite 3 Honolulu, Hawaii 96814

- Teacher Math and Science
  - Preparation of materials for on-line instruction
  - Face to face counseling or tutorial
  - Preparation of exams and grading

July 2006 to April 2007

University of Hawaii Manoa 2545 The Mall Honolulu, Hawaii 96822 Graduate Assistant

- Monitor and Assist students in laboratory environment
- Correct and grade lab assignments and guizzes
- Consultation and tutorial
- Ensure laboratory environment meets federal and state requirements/regulations
- Ensure laboratory safety requirements as used by students

Creighton University Omaha, Nebraska Organic Chemistry Teacher Assistant

- Monitor and assist students in laboratory environment
- Correct and grade lab assignments and guizzes
- Set up laboratory and provide assistance to Professor

Tutorial as appropriate

Daiei Incorporate 94-144 Farrington Highway Waipahu, Hawaii 96797 One-Time Stock – Seasonal hire

- Stock shelves with merchandise
- Clean and dust shelves
- Return merchandize to shelves

December 1998 to January 1998 June 1997 to August 1997

A-1 Alectrician, Inc 2849 Kaihikapu Street Honolulu, Hawaii 96819 Clerical Support – Seasonal hire

- Typing, filing, copying, faxing, answering phones
- Assist secretary as appropriate
- Development of operational manual

June 1994 to August 1994

### **VOLUNTEER:**

Leahi Soccer Club – President 2014 to present

Leahi Soccer Club – Coach 2000 to present

Hawaii State Department of Health Office of Health Care Assurance 601 Kamokila Boulevard, Room 361 Clerical Support

- Typing, filing, faxing and answering phones
- Development of log-in system for correspondence, documents received, reports, applications for licensure, building plan reviews, clearances received from other State and County departments, etc.
- Development of mailing system for inspection notices
- Development of filing system for provider charts to ensure consistency, easy access and tracking of necessary documents

- Provided consultation and tutorial for professional staff (Registered Professional Nurses and Public Health Nutritionists and Nurse Supervisors) as well as clerical staff in computer use
- Assist in review of documents, collection of and analysis of data for preparation to fulfill requests from public, legislators, lawyers, other agencies

May 2000 to August 2000

Kidney Health and Diabetes Management Program P.O. Box 558 Kaunakakai, Molokai 96748 Research Volunteer

- Create spreadsheet for patient medical information, data entry, and organization of data
- Analysis of the effectiveness of program based on patient outcome
- Assist in the development of patient satisfaction survey

May 1998 to July 1998

Kapiolani Medical Center for Women and Children 1319 Punahou Street Honolulu, Hawaii 96826 Assistant

- Assist nurses in feeding and monitoring of infants
- Stock shelves in nursing and patient units with necessary supplies
- Adhere to infection control practices
- Provide appropriate feedback to nursing personnel regarding infant statues and other issues regarding environment

May 1999 to July 1999

#### RESEARCH:

Isolation and Structure Elucidation of a new metabolite of Cyanobacteria June 2002 to June 2006

# **PUBLICATION:**

Homotyrosine-Containing Cyanopeptolins 880 and 960 and Anabaenopeptins 908 and 915 from *Planktothrix agardhii* CYA 126/8, Journal of Natural Products 2009, 72, 172-176.

### **RFERENCES**

Available upon request