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JESSICA RAMIREZ

Compliance Corporate Trainer



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Tampa, FL

Education

Bachelor of Science in Public Administration

University of South Florida | Tampa, FL | 2015

Certified Compliance & Ethics Professional (CCEP)

2022

Instructional Design Pro Certification

2021

Skills

Regulatory compliance (HIPAA, OSHA, SOX) ♦ ♦ ♦ ♦ ♦

Policy interpretation ♦ ♦ ♦ ♦ ♦

Risk mitigation education ♦ ♦ ♦ ♦ ♦

LMS administration ♦ ♦ ♦ ♦ ♦

Languages

- ♦ Bilingual in English and Spanish; conducts dual-language compliance workshops across Latin American branches.

Professional summary

Compliance-focused corporate trainer with experience developing and delivering regulatory, safety, and policy training in healthcare and finance. Skilled in translating complex compliance rules into clear, actionable training materials.

Experience

BayMed Health Group

January 2020 - Now

Tampa, FL

Compliance Training Manager

- Redesign the organization's compliance education program across eight facilities, resulting in a 99% training completion rate and a notable decline in regulatory citations during audits.
- Produce interactive courses covering HIPAA, workplace conduct, and medical ethics using SCORM-compatible tools and ensure full LMS integration for tracking and reporting.
- Facilitate live and virtual refresher sessions with scenario-based case studies, allowing employees to better grasp practical applications of complex policies.
- Collaborate with internal legal counsel to monitor federal and state law changes and proactively integrate updates into compliance materials.

Coastal Bank

June 2016 - December 2019

St. Petersburg, FL

Compliance Education Specialist

- Delivered onboarding and annual compliance training to over 200 staff members across various departments including finance, IT, and HR, ensuring uniform understanding of internal controls.
- Initiated a quarterly compliance knowledge check initiative, which reduced knowledge gaps and improved performance on internal assessments by 30%.
- Supported internal audits by maintaining precise training documentation and partnering with department heads to address education gaps promptly.

- Designed an in-house certification program to provide advanced compliance learning pathways, increasing retention and engagement for long-term employees.