
RESUMEDS

Address: 8888 Alvarado Street, Los Angeles, California 90026

Cell: 234.567.8888 **Email:** contact@resumeds.com

ENTRY-LEVEL POSITION

Fields of Interest: Public Health Sector

Human Immunodeficiency Virus (HIV) | Acquired Immune Deficiency Syndrome (AIDS) | Epidemiology

QUALIFICATIONS PROFILE

Goal-driven, dedicated, and compassionate professional offering extensive experience in patient care, program implementation, and healthcare management. Demonstrate excellent customer service and interpersonal skills; along with the capability to adapt to new environments and diverse cultures. Exhibit strong critical thinking skills as well as analytical, problem-solving, organizational and time management abilities. Possess technical proficiency with Epic Medical, iTransplant, and Microsoft Office Suite (Word, PowerPoint, and Excel).

AREAS OF EXPERTISE

Public Health ▪ Patient Admission ▪ Program Development ▪ Laboratory Operations ▪ Document/Reports Management
Performance Improvement ▪ Patient Relations ▪ Team Building ▪ Staff Coordination ▪ Regulatory Compliance

Clinical Rotations: Phlebotomy ▪ Surgical and Medical Intensive Care Unit ▪ Critical Care Unit ▪ Epidemiology
Operating Room ▪ Emergency ▪ Trauma Center

EDUCATION

Master of Public Health, with Concentration in Epidemiology, | 2014
Kaplan University, Chicago, IL

Bachelor of Arts in Environmental Design | 2001
College of Architecture and Planning, University of Buffalo, Buffalo, NY

Associate of Arts in Liberal Arts, Humanities, and Social Sciences, Deans List | 1998
Niagara Community College, Sanborn, NY

PROFESSIONAL EXPERIENCE

RESUMEDS – LOS ANGELES, CA

Organ Procurement Coordinator | Perfusion Specialist - *University of Rochester* Dec 2010–Present

Provide prompt response to organ donor referrals; as well as evaluation on potential organ donors while identifying medical suitability for organ and tissue donation through laboratory studies, medical record review, and physical assessment. Accomplish various clinical on-call processes which include rounds within open cases and coordination with medical directors regarding donation potential. Assume full responsibility in generating consent form as well as in gathering medical and social history. Ensure adherence to proper organ allocation and oversee the arrangement of ground and air transportation for local and visiting surgical teams in traveling to the donor hospital. Provide support to the operating room with regard to scrubbing-in and adhering to sterile technique. Render assistance with the development of abstracts and research projects.

Highlights:

- Sustained communication with transplant surgeons in dealing with importation of organs; transportation for incoming organs; and recovery of accepted organs.
- Functioned as perfusion specialist responsible for mixing up medication for perfusion, packaging organs, and complying with United Network for Organ Sharing (UNOS) policies.
- Implemented education and in-service programs for the staff throughout designated hospitals for nursing, medical, and ancillary as requested by the Health Department.
- Acted as liaison with allocated groups including Rochester Eye and Tissue Bank (RETB), Finger Lakes Eye and Tissue Bank (FLETB), Musculoskeletal Transplant Foundation (MTF), and Donate Life America.
- Initiated essential medical record reviews across all assigned hospitals in order to promote hospital development.

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Clinical Technician - Surgical Intensive Care Unit, Level One Trauma Center

Aug 2007–Nov 2010

Directly reported to licensed registered nurse (RN) in administering direct patient care. Proactively participated in organizing and rendering services for the Surgical Intensive Care Unit. Carried out phlebotomy and other laboratory procedures on patients in accordance with assigned SUNY Upstate protocol. Took charge of resolution of issues; implementation of safe work environment; quality improvement; and promotion of efficient operations. Ensured efficient stock of all medical supplies and oversaw the setup of rooms for all traumas.

Highlights:

- *Accomplished direct and indirect nursing care procedures which included support for simple procedures, delivery of cardiopulmonary resuscitation (CPR), assistance with patient admission, transfer, and discharge process.*
- *Sustained cooperation with all levels of healthcare team and effectively served as instructor for incoming medical students and new clinical technicians.*
- *Accumulated and disseminated accurate information for the patient and contributed in promoting personal and professional development.*

RESUMEDS – LOS ANGELES, CA

Unit Technician III - Medical Intensive Care Unit/Critical Care Unit

Apr 2004–Aug 2007

Expertly provided direct patient care under the supervision of a licensed RN. Spearheaded services for the Medical Intensive Care Unit (MICU) and Critical Care Unit (CCU). Conducted phlebotomy on patients in compliance with the protocols of the hospital, including venipuncture and Accu-Checks. Prepared and documented all telemetry strips on patients and formulated records of vital signs. Facilitated the application of electrocardiograms (EKGs) and recorded measurements. Monitored the entire transporting process of patient specimens; compiled laboratory reports; and coordinated with RN and medical doctor (MD) regarding abnormal laboratory values.

Highlights:

- *Held responsibility for communicating with all departments which included Radiology, Chemistry, Microbiology, Social Work, and Psychology.*
- *Completed the arrangement of appointments for surgeries; update of medical records with patient laboratory results; coordination of patient information with primary care physicians; and compilation of MD orders into the computer system.*

PROFESSIONAL DEVELOPMENT

Certifications:

Certificate in Infectious Disease Concepts in Epidemiology - Northwest Center for Public Health Practice | 2014

Certificate in Global Health M&E Fundamentals - Global Health Learning center | 2014

Certificate in Out Break Investigation - Northwest Center for Public Health Practice | 2014

Certificate in Phlebotomy - University of Rochester Medical Center | 2002

Certificate in Cardiopulmonary Resuscitation (CPR) / Basic Life Support (BLS) - American Heart Association | 2002

Training:

Cardiopulmonary Anatomy and Physiology - Genesee College | 2006

Biology - Finger Lakes Community College | 2005

Emergency Medical Technician Course - Monroe Community College | 2004

Anatomy and Physiology 1 & 2, Microbiology - Brockport College | 2003–2004

AFFILIATIONS

American Public Health Association (APHA)

Association for Professionals in Infection Control and Epidemiology (APIC)

American Statistical Association (ASA)