



Jane Doe

Certified clinical medical assistant with a passion for patient care

Dedicated clinical medical assistant with five years of experience providing direct patient care in fast-paced medical settings. Skilled in assisting physicians with examinations, administering injections, and updating EHR. Known for exceptional patient communication and organizational skills.

CONTACT

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 janedoe@email.com

 LinkedIn | Portfolio

 Phoenix, AZ 12345

KEY SKILLS

- Patient intake and assessment
- EHR documentation
- Administering injections
- Phlebotomy
- Medical terminology

PROFESSIONAL EXPERIENCE

March 2021 - Present

Clinical medical assistant | ABC Health Clinic | City, ST

- Assist physicians with examinations, procedures, and patient education, improving clinic efficiency by 30%
- Document patient medical histories and update EHR, reducing documentation errors by 25%
- Administer injections and collect laboratory specimens, ensuring patient comfort and compliance

June 2019 - February 2021

Medical assistant intern | XYZ Family Practice | City, ST

- Supported clinical staff with administrative and patient care duties, including scheduling and data entry
- Provided direct patient assistance, improving satisfaction scores by 15%

EDUCATION

Associate of Applied Science (A.A.S.) Medical Assisting

City College, City, ST | May 2019

CERTIFICATIONS

Certified clinical medical assistant (CCMA), NHA, June 2019