

# Jessica Bennett

## Efficient Urgent Care Medical Assistant Skilled in Fast-Paced Environments

Adaptable Urgent Care Medical Assistant with five years of experience in high-volume clinical settings. Skilled in triaging patients, assisting with minor procedures, and handling medical emergencies. Adept at managing multiple tasks while maintaining a high standard of patient care and efficiency.

## CONTACT INFORMATION

 (123) 456-7890

 jessicabennett@email.com

 LinkedIn

 City, ST

## KEY SKILLS

- Patient triage and rapid assessment
- Wound care and minor procedures
- Emergency response support
- Phlebotomy and IV insertion
- EHR management

## PROFESSIONAL EXPERIENCE

June 2022 - Present

### Urgent Care Medical Assistant, RapidMed Urgent Care, City, ST

- Perform patient triage by assessing symptoms, recording vital signs, and determining urgency of care
- Assist in minor procedures, including wound suturing, abscess drainage, and burn treatment
- Coordinate with physicians and nurses in handling emergency cases, reducing wait times by 25%

May 2019 - May 2022

### Medical Assistant, QuickCare Walk-In Clinic, City, ST

- Collected and processed lab samples, ensuring timely test results for rapid diagnosis
- Assisted in administering injections and IV therapy, maintaining patient comfort and safety
- Managed patient intake, medical records, and insurance verification, improving front-office workflow

## EDUCATION

### Associate of Applied Science (A.A.S.) Medical Assisting | May 2019

City College | City, ST

## CERTIFICATIONS

- Certified Medical Assistant (CMA) | AAMA | June 2019
- Basic Life Support (BLS) | American Heart Association | June 2019
- Advanced Cardiovascular Life Support (ACLS) | AHA | June 2019