

Sample Resume: Healthcare Technician

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OBJECTIVE

A position as a Health Care Technician with Metropolitan Medical Services

KEY QUALIFICATIONS

- Secret Clearance
- Management
- Electrical Medical Records
- Health Technologies
- Bilingual
- Microsoft Office
- Leadership
- Customer Care
- Administrative

EXPERIENCE

United States Navy

Navy Medical Center, San Diego, CA

20XX – Present

Medical Assistant/Emergency Medical Technician (Hospital Corpsmen 3rd Class)

Provide patient care and clinical services to over 400 patients annually using an excellent bedside manner, strong communication skills, medical knowledge and technical skill.

- Plan, direct and coordinate medical and health services in a both a hospital and clinic setting
- Support a staff of 10 doctors and 15 healthcare professionals by taking patient vital signs and performing initial assessment to assist with patient diagnosis
- Admit, transfer, and discharge patients, maintaining all records and reports (electronic and paper) with 100% accuracy in compliance with organization standards
- Inspect and perform medical administrative procedures, basic maintenance and repair on biomedical equipment confirming operability
- Facilitate job-specific educational training by conducting monthly classes on disease prevention and well-patient care to 200+ employees annually ensuring compliance with universal protocols of the Joint Commission

USS Iwo Jima LHD-7, Mayport, FL

20XX – 20XX

Emergency Medical Technician (Hospital Corpsmen 3rd Class)

Assisted health care professionals in rendering emergency medical treatment in a clinical setting and in the field during military operations.

- Provided initial treatment and emergency trauma care to over 100 wounded or injured patients in the field ensuring patient stabilization before transporting patients to treatment facility
- Administered immunizations and started intravenous infusions under challenging field conditions



- Led an evacuation team consisting of four emergency vehicles and eight employees; conducted over 50 evacuation missions rescuing and providing care/treatment to over 75 injured persons
- Taught cardiopulmonary resuscitation (CPR), combat first aid, and other emergency medical procedures to 250 healthcare employees during clinical and field operations

EDUCATION AND TRAINING

- U.S. Navy Specialized Training
 - Field Emergency Medical Technician training ("C" School) San Antonio, TX, 20XX
 - Basic principles and techniques of patient care ("A" School) San Antonio, TX, 20XX
- Certified EMT – Basic, National Registry of Emergency Medical Technicians (NREMT), 20XX
- A.S. in Health Information Technology, Tampa College, Tampa, FL, 41 credits completed