

# Jessica Claire

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## EDUCATION

- Associate of Arts | SKIN CARE** 08/2008  
**BELL SCHOOL oF AMERICA, MIAMI**

**As○ciate of Science | Phlebotomy,ekg ,pct,cna ,SKIN CARE** 03/2004  
**International Training Careers, Miami, FL**

## PROFESSIONAL SUMMARY

- Organized and dependable candidate successful at managing multiple priorities with a positive attitude. Willingness to take on added responsibilities to meet team goals. Meticulous and systematic PHLEBOTOMY bringing top-notch skills in inspection, testing and quality assurance. Proven skills in meeting demanding standards, maintaining safety and strengthening [Type] and [Type] materials production. Skilled at creating detailed reports, maintaining records and working with management to resolve concerns.

- Equipment Function Testing
  - Manufacturing Enhancement
  - Corrective Action Recommendations  
  - Time Management
  - Inspection and Testing Reports
  - Specifications Conformance

- Smart Wires Inc | Durham, NC**

  - Provided recommendations for improvements in assembly or testing procedures.
  - Attended training to gain knowledge of program needs for test failure diagnosis and repair.
  - Communicated product failures and testing problems with [Type] department.
  - Installed laboratory equipment and instrumentation for tests, research and process control.
  - Analyzed material to determine strength, stability and diagnose performance problems.
  - Collaborated with production department to resolve technical problems.
  - Tabulated detailed records of test results and statistics to report to [Type] department.

## **PHLEBOTOMY TECHNICIAN**

07/2015 to 03/2021

- Collected blood samples using vacutainer tubes, tourniquets, syringes, butterfly needles, and straight needles.
  - Followed physician orders to correctly administer therapeutic phlebotomy.
  - Labeled transfer tubes and followed exact directions for handling and storing specimens for transport.
  - Centrifuged blood samples as outlined in clinical protocols.
  - Resolved unusual test orders by contacting physicians, nursing stations or reference laboratories.
  - Organized daily work based on collection priority.
  - Performed bedside tests like bleeding time tests and entered results into patient charts.

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- Evaluated patients to identify and address wounds, behavioral concerns and medically relevant symptoms.
  - Assisted with feeding and monitored intake to help patients achieve nutritional objectives.
  - Supported ambulation and physical therapy needs by conducting planned exercise routines.
  - Participated in fun group activities with patients to boost mood, improve overall memory and provide light entertainment.
  - Checked patient vitals such as temperature, blood pressure and blood sugar levels.
  - Answered call lights and supported patient comfort and safety by adjusting bed rails and equipment.

- Delivered individualized patient care by recording vital signs, documenting observations, administering treatments and evaluating patient needs.

**CNA** 02/2007 to 02/2011

**Garfield County Public Hospital District No.1 | Pomeroy, WA**

  - Evaluated patients to identify and address wounds, behavioral concerns and medically relevant symptoms.
  - Assisted with feeding and monitored intake to help patients achieve nutritional objectives.

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- Checked patient vitals such as temperature, blood pressure and blood sugar levels.
  - Conferred with multidisciplinary healthcare team to help effectively manage patient conditions with regular testing and vitals assessments.
  - Cared for residents in assisted living facility and delivered high-quality support to meet needs.
  - Promoted good oral and personal hygiene by aiding patients with shaving, bathing and teeth brushing.
  - Supported ambulation and physical therapy needs by conducting planned exercise routines.
  - Oversaw and maintained patients' rooms, group living areas and nurse stations.
  - Obtained biological specimens for ordered tests and prepared for laboratory transport.
  - Delivered individualized patient care by recording vital signs, documenting observations, administering treatments and evaluating patient needs.
  - Offered immediate assistance in emergency and routine paging situations to evaluate needs and deliver care.
  - Maintained patient stability by checking vital signs and weight and recording intake and outtake information.
  - Collaborated with physicians to design at-home medication guidelines and educated patients and families on correct medication administration.
  - Maintained best-in-class standards for individualized care in [Number]-bed unit by continuously checking in with patients and families and quickly providing care.

- #### **Negotiated:**