

Zacarias-Acevedo Uriel E

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urielzacarias@gmail.com

Objective	Driven Medical Assistant looking for caring workplace	
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Professional Experience	Externship , (170 hrs) Dr. Joel Juarez-Urbe, 750 Medical Center Court Suite 14, Chula Vista, CA 91911 <ul style="list-style-type: none">• Patient chart filing• Drug Inventory• Assist with stress test• Patient history and vitals• Update Patient Charts• Maintain and set up patient rooms• Perform EKGs• Trained in Phlebotomy• Answer phone, operate fax and copy machine• Patient Scheduling• Cleaning	4/12/2012- 5/11/2012
	Sales Assistant , (8 month part-time position) One Dollar Bookstore, 555 Broadway, Chula Vista, CA 91910 <ul style="list-style-type: none">• Answer phone• Greet customers• Sweep store• Work the cash register• Put books out on the shelves• Organize books	2010-2011

Education	<i>Kaplan College</i> Medical Assistant Training: Certificate 2012 <i>Mar Vista High School</i> High School Diploma - Imperial Beach, CA, 2008 American Heart Association Healthcare Provider BLS, 2011/2013 Typing certificate, 55wpm	
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Certification	Registered Medical Assistant, august 31, 2012	
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Languages	Fluent English and Spanish Speaker Fluent English and Spanish Writer	
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