Anastasiya Petrushyna

(971) 275-7627 star.7@hotmail.com

Looking for a career in a professional environment in order to improve and expand my skills and experience.

SUMMARY OF QUALIFICATIONS

- Current HIPAA, CPR, FIRST AID and attendance certificates
- Certifications in HIV-AIDS, Phlebotomy and Bloodborne pathogens
- Good knowledge of CPT and ICD9 coding
- Excellent knowledge in medical terminology
- Can type 40-50 words per minute
- · Ability to use all office equipment
- · Bilingual in Russian and English
- Great customer service skills

EDUCATION

Pioneer Pacific College - Wilsonville, OR October 2010

· Medical Assisting Diploma

Limited X-Ray

· Associates degree

Woodburn High School - Woodburn, OR June 2008

• High School Diploma - 3.5 GPA

EMPLOYMENT

Abercrombie and Fitch May 2009 – October 2010

Model, Customer Service, Cashier

KFC October 2008 – April 2009

Server, Cashier, Cook

SKILLS

- · Payroll accounting
- · Records management
- Word
- Excel
- Powerpoint

Polite, respectful, and courteous Responsible, efficient, and flexible Able to work smoothly in a fast-paced environment Great problem-solver Highly reliable self starter Can multi task and meet deadlines Excellent team player

References available upon request