**Shameitra Hicks**

3338 s. Ewing ave

Dallas, Texas, 75216

**(469) 888 0413**

[**Shameitra.hicks@yahoo.com**](mailto:Shameitra.hicks@yahoo.com)

**Objective:**

A hardworking, organized, reliable, on time individual and seeking a position as a **Medical Assistant.**

**Education:**

PCI Health Training Center 01/19- Present

Dallas, Texas

Navarro College 08/16-04/18

Corsicana, Texas Associate

Justin F. Kimball High School 08/13-05/16 3.5 G.P.A

Dallas, Texas Diploma

**Professional Experience:**

Medical City Hospital 04/29/19- Current

Arlington, Texas

Patient Care Tech

Abundant Life 01/19- 04/27/2019

Desoto, Texas

Caregiver; Meal Prep, Bathing, Slight House Keeping, Giving Medication (pills, insulin), Laundry.

Judy Gibson 06/18-01/08/19

“Outreach Health Company”

Arlington, Texas

Caregiver; Meal Prep, Bathing, Slight House Keeping, Transporting, Laundry, Doctor Apt,

**Clinical Skills:**

OSHA Regulations CPR Certified Capillary Sticks

Vital Signs Dosage Calculations EKG

Chief Complaint Glucometer Blood Smears

Venipuncture Urinalysis Injections

Triage Sterilization ESR

Microscope Patient Education Visual Acuity

Strep Test Pediatric Dosage First Aid

**Administrative Skills:**

Phone Skills Computer Skills Collections

Medisoft Medical Terminology HIPAA

Scheduling Medical Ethics EOB

ICD9/10CPT Coding Insurance Verification EHR

Coping and Stress Record Management Billing