

JASMINE TRUONG

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415.912.8232

San Francisco, CA

Summary

Patient, caring and compassionate Nursing Assistant provides thorough clinical, customer service, and communication skills. Committed to making patients feel comfortable and secure. Skilled at operating in long-term care environments. Adaptable ability to quickly learn new concepts and skills.

★Skills

- Infection control procedures
- Injections
- Collect vital signs
- Proficient in EPIC (EMR)
- Microsoft office and excel
- Infection control procedures

🏢Employment History

Medical Assistant

Freyja Clinic Ob/gyn, Pediatrics, and Urology

Redwood City Feb 2021-Current

- Administrative duties: answering phone calls, responding to emails, scheduling, checking patients in/out, writing referrals, writing prescriptions, and handling medical records.
- Back office duties: taking vitals, assisting in procedures, administering medication, setting up rooms, cleaning and restocking rooms, ordering medication and supplies, and sending out lab specimens,
- Running BD rapid covid test, running PCR test, running UA tests, performing ear washes, and performing sculpsure.

Nursing Assistant

Little Sisters of the Poor

San Francisco Oct 2020-May 2021

- Documented information in patient charts through EMR and communicated status updates to the care team.
- Promoted patient satisfaction by assisting with daily living needs such as bathing, dressing, toileting, and exercising.
- Conducted routine checks on standard patient vitals, including blood pressure, blood sugar, and heart rate.

Server

Dancing Bull

San Francisco May 2017-Aug 2016

- Assisted customers in selecting meals and recommended alternatives for food allergies and gluten intolerances.
- Maintained consistent quality and high accuracy when preparing identical dishes every day.
- Sanitized food preparation areas, grills, and equipment to avoid cross-contamination from raw items.

Face Painter

Happycake Face Painting

San Francisco May 2015-Aug 2016

- Maintained cleanliness and neatness of work areas at all times.
- Combined artistic skills with customer suggestions to create unique designs.
- Used exceptional customer service skills to satisfy all needs.

🎓Education

University of California, Santa Cruz

June 2020

Bachelors of Science: Molecular, Cell, and Developmental Biology

👤Certifications

Certified Nursing Assistant

Sept 2020-Dec 2022

Basic Life Support

June 2020-June 2022

Certified Medical Assistant

Nov 2021-

♥Volunteer

Rock Medicine

- Provided medical assistant and aid at Bay Area venues and transported patrons to medical tents for treatment

San Francisco

Laguna Honda Hospital

- Provided patient transport using various equipment and adhered to safety protocols.

San Francisco