

NAME

TITLE

000-000-0000 / EMAIL / CITY, STATE, ZIP

Profile

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Experience

Volunteer – ABC Clinic

2019 - 2020

- Conducted patient intake, took vital signs, and prepared patient charts for physicians.
- Conducted pre-and post-operative patient counseling in the surgical ward.
- Prepared diagnoses and recommendations for evaluation by the senior physician.
- Assisted patients by answering questions about the insurance filling process.
- Collaborated with the clinic administrative staff and nurses to reduce hours spent on paperwork by three hours every week.

Medical Internship – XYZ Hospital

2017 – 2018

- Conducted patient intake, took vital signs, and prepared patient charts for physicians.
- Conducted pre-and post-operative patient counseling in the surgical ward.
- Prepared diagnoses and recommendations for evaluation by the senior physician.
- Assisted patients by answering questions about the insurance filling process.
- Collaborated with the clinic administrative staff and nurses to reduce hours spent on paperwork by three hours every week.

Project Experience

- Co-led a community health fair in partnership with a local non-profit organization.
- Planned and organized various health screenings, informational booths, and educational presentations for the public.

Education

Doctor of Medicine (MD) - Johns Hopkins University Medical School

2013-2016

- GPA: LIST
- AWARD
- AWARD

Bachelor of Science in Biology - Columbia University

2009-2012

- GPA: LIST
- AWARD
- AWARD

Skills

Expertise

- Strong communication skills
- Teamwork and collaboration
- Proficient in Electronic Medical Record (EMR) software
- Physical examinations, patient diagnosis, and treatment planning
- Procedure assistance

Licenses & Accreditations

Licenses Licenses & Accreditations

- American Board of Medical Specialties
- American Board of Pediatrics
- American Board of Internal Medicine