

SAMPLE RESUME

HENRY HEALTH

Philadelphia, PA | Name@lasalle.edu | 123.456.7891 | LinkedIn Link

EDUCATION

La Salle University, Philadelphia PA

Bachelor of Science

Expected: May 20XX

Major: Health Science

GPA: 3.68

HEALTHCARE EXPERIENCE

Dr. Michele Kim, MD, Jenkintown, PA

Medical Office Assistant

June 20XX - Present

- Triage and process messages from patients, front office staff, referring physicians and pharmacies to physician
- Assess and evaluate 15+ patients per day by obtaining vitals, explain health procedures, and perform drug screenings
 - Attend to 25+ patients a day at the front desk, take phone calls and relay information to doctors and nurses

Center for Prevention and Outreach, Philadelphia, PA

Community Outreach Intern

August 20XX – May 20XX

- Informed community of signs and symptoms of alcohol and drug overdoses and provide students with awareness to prevent such incidents from occurring
- Collected and configured data into Excel from surveys distributed to over 300 undergraduate students assessing their knowledge on mental health among adolescence
- Collaborated with 2 other interns to conduct research that focuses on veterans and alcohol & drug abuse

VOLUNTEER EXPERIENCE

Temple University Hospital, Philadelphia, PA

Volunteer – Acute Pain Division

August 20XX– Present

- Provide compassionate 1:1 patient care by offering pillows, water, and emotional support
- Facilitate food consumption for patients with medical needs, fed those who were unable & aided others
- Assist physician in preparing and conducting office procedures including sterilizing tools and equipment

The Basket at La Salle University, Philadelphia, PA

Student Volunteer

October 20XX -Present

- Assort, organize and package food for equal distribution
- Maintain a clean and orderly work environment to ensure food preparation codes are met
- Build relationships by engaging in tactful and positive dialogue with food pantry clients

LEADERSHIP & ACTIVITIES

Music and Medicine, Philadelphia, PA

General Member

Aug. 20XX – Present

- Perform music therapy with volunteers at hospitals intensive care unit
- Engage members in song selection and spread positive joy to patients

Student Nurses' Association of Pennsylvania, Philadelphia, PA

Member

Aug. 20XX – Present

- Participate in weekly meetings and events including hospital open house events, Narcan training, and blood drives

SKILLS & CERTIFICATIONS

Certifications: American Heart Association CPR & AED, Narcan training certified, QPR Suicide Prevention, HIPAA

Computer: Proficient in Microsoft Word, PowerPoint & Excel, Adobe InDesign