



Emily Parker

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LinkedIn

Key Skills

- EHR management and medical billing
- Patient care and assistance during exams
- Phlebotomy and wound care
- Scheduling and administrative support

Certified medical assistant with over two years of experience assisting physicians in patient examinations, performing clinical duties, and educating patients, contributing to a 15% increase in patient satisfaction scores. Streamlined clinic operations, reducing patient wait times by 20% while improving appointment scheduling accuracy by 10%, resulting in more efficient and effective patient care.

Professional Experience

Certified medical assistant

UnitedHealth Group, Chicago, IL *December 2021 - Present*

- Assisted in over 300 patient examinations, ensuring a smooth workflow
- Educated patients about their conditions, improving compliance by 20%
- Managed scheduling, appointments, and patient records, helping raise operational efficiency by 25%

Medical assistant intern

Johnson & Johnson, Denver, CO *January 2019 - December 2020*

- Gained practical experience assisting with minor surgeries and patient exams
- Administered medications and performed basic lab procedures under supervision
- Earned positive feedback for diligent patient care and communication

Education

Boston University, Boston, MA
Bachelor of Science in Health Sciences

Associate of Applied Science in Medical Assisting
Pima Medical Institute, Denver, CO

Diploma in Medical Assisting
Kaplan University, Davenport, IA

Certifications

- Certified Medical Assistant (CMA), AAMA
- Registered Medical Assistant (RMA), AMT
- National Certified Medical Assistant (NCMA), NCCT