



# EMILY PARKER

## Certified Medical Assistant

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LinkedIn

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

- Bachelor of Science in Health Sciences | Boston University, Boston, MA
- Associate of Applied Science in Medical Assisting | Pima Medical Institute, Denver, CO
- Diploma in Medical Assisting | Kaplan University, Davenport, IA

## Key Skills

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

## Certifications

- Certified Medical Assistant (CMA), AAMA

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