

## Professional Experience

### Senior medical assistant

Harborview Medical Center, Seattle, WA | May 2017 - Present

- Conduct patient intake, including vital sign checks and health history documentation
- Assist in diagnostic tests, vaccinations, and minor procedures, reducing physician workload by 30%
- Manage medical billing and coding, leading to a 20% reduction in claim errors
- Train and mentor new medical assistants, improving onboarding efficiency

### Medical assistant

Evergreen Family Practice, Seattle, WA | August 2014 - April 2017

- Assisted with patient exams and procedures, enhancing workflow efficiency by 25%
- Performed phlebotomy and specimen preparation, ensuring accurate lab test results
- Implemented EHR software transition, reducing documentation time by 40%

## Education

### Associate of Applied Science in Medical Assisting

Seattle Central College, Seattle, WA

## Certifications

### Certified Medical Assistant (CMA),

AAMA

### Registered Medical Assistant (RMA),

AMT

### HIPAA and OSHA Compliance Certification



## Daniel Foster

### Experienced Medical Assistant

Seattle, WA  
email@example.com  
(123) 777-8888  
LinkedIn

Experienced medical assistant with over seven years in clinical and administrative support roles in both private practices and hospital settings. Adept at patient care, diagnostic testing, and EHR management, improving clinic efficiency by 35% and patient satisfaction by 40%.

## Key Skills



Patient intake and examination assistance



EHR documentation and medical billing



Phlebotomy and lab specimen processing



Administering injections and vaccinations



Scheduling and front desk operations