



Jessica Ramirez

OB-GYN Medical Assistant

Dedicated OB-GYN medical assistant with five years of experience assisting with prenatal care, ultrasounds, and women's health exams. Known for providing compassionate patient support and improving clinic scheduling efficiency by 20%.

PERSONAL INFORMATION



(123) 789-4560



email@example.com



LinkedIn



Dallas, TX

KEY SKILLS

- Assisting with gynecological exams
- Ultrasound preparation
- Prenatal patient education
- Scheduling and EHR management
- Administering vaccinations and medications

Professional Experience

OB-GYN MEDICAL ASSISTANT | WOMEN'S HEALTH CLINIC, DALLAS, TX

JUNE 2019 - PRESENT

- Assist with ultrasounds and gynecological exams, ensuring patient comfort and efficiency
- Educate patients on prenatal care and contraceptive options, increasing knowledge retention by 35%
- Update and manage patient EHRs, reducing scheduling errors by 20%
- Administer vaccines and prenatal vitamins under physician supervision

MEDICAL ASSISTANT INTERN | DALLAS OB-GYN ASSOCIATES, DALLAS, TX

JANUARY 2018 - MAY 2019

- Assisted in postnatal care follow-ups, ensuring smooth patient recovery
- Conducted routine vital sign checks and patient intake procedures
- Provided support in patient scheduling and medical record management

Education

- Associate of Applied Science in Medical Assisting
University of Texas at Dallas, Dallas, TX

Certifications

- Certified Obstetric and Gynecologic Medical Assistant (COGMA)
- Certified Medical Assistant (CMA), AAMA