

CARY CONNELL

Towson, MD | 410-123-4567 | tstudent@students.towson.edu

EDUCATION / CERTIFICATION

Towson University, Towson, MD December 20XX
Bachelor of Science, Nursing
GPA: 3.67

College of Southern Maryland, La Plata, MD May 20XX
Associate of Arts, Pre-Nursing

American Heart Association, Towson, MD June 20XX - June 20XX
CPR and Basic Life Support for Healthcare Providers

PROFESSIONAL EXPERIENCE

United States Air Force Reserves March 20XX - present
Joint Andrews Air Force Base, MD
Dental Technician

- Perform oral prophylaxis and scaling procedures using dental hand instruments and oral hygiene aids, approximately five patients per day
- Ensure efficiency of appointments by preparing materials for making impressions and restoring defective teeth
- Maintain accurate records and record entries in individual's dental records indicating oral cavity condition and treatment

American Diabetes Association March 20XX - February 20XX
Alexandria, VA April 20XX - August 20XX
Alexandria, VA
Medical Assistant

- Carried out tasks including phlebotomy, vital ch7 (a)1h0X4TdC4.7 (Tj.8(cd ur)4 (4.1 (n1h0X)5 XX
- Assured all prior authorizations were approved before any procedure could be administered
- Verified all information in charts were accurate and up to date

Prime Care America November 20XX - August 20XX
Waldorf, MD
Medical Assistant

- Confirmed all prior authorizations were approved before any procedure could be administered
- Assisted doctors in physicals, administered EKGs, and checked vitals, approximately nine per day
- Ensured proper forms were filled out accurately and completely for billing
- Organized patient appointments with doctor's schedule