

Billie Parker

Medical Assistant

Brunswick, GA 31525

billiejparker5@gmail.com

912-223-2824

To obtain a medical assistant position

Authorized to work in the US for any employer

Work Experience

Medical Assistant

Neuro Spinal & Headache Center - Brunswick, GA

December 2018 to April 2019

- Responsibilities included intake of patient, taking vitals and obtaining medical history
- Provides patient care; assists with patient flow, helps the clinical team in performing exams, diagnostic procedures and treatments

EKG Technician

Southeast Georgia Health Systems - Brunswick, GA

May 2017 to March 2018

- Responsible for performing ECGs on patients to collect data about their heart rates and impulses in order to assist the Physician and Cardiologist in diagnosing medical conditions in patients.

Medical Assistant

Dr. Carl Dohn

August 2016 to May 2017

- Provides patient care; Assists with patient flow by registering patients; Assists the clinical team in performing exams, diagnostic procedures and treatments
- Responsibilities included intake of patient, taking vitals and obtaining medical history
- Assist the physician with in-office procedures.

Medical Assistant

The Spine Center of Southeast Georgia

April 2013 to August 2016

- Responsibilities included intake or triage of patient, taking vitals obtaining medical history; reviewing medications and educating patients on the benefits of procedures.
- Performed assessments of patients and updated charts

Transfusion Technician

Autologous Blood Resources

April 2010 to June 2012

- Duties included setting up the auto transfusion system
- Blood collection and processing the shed blood

- Educating patients regarding procedures and benefits

Education

Associate in Surgical Technology

Coastal Georgia Community College - Brunswick, GA

August 1997 to August 1998

Skills

Patient Care (10+ years), Microsoft Office, Word, Excell. (6 years), Front Desk, Front Office, Reception, Eclinical, Physical Therapy, Chiropractor Assistant (5 years), Dermatology

Certifications/Licenses

Surgical Technologist Degree

Surgical Technologist

Additional Information

I have worked in different areas of the medical field for over 20 years and my favorite part is getting to know and help my patients. I'm a team player and believe we are all apart of the care and well being of our patients.