

Joyell Fisher
209 Racetrack ST
Auburn, CA
95603

MAmomma03@gmail.com

530-646-5296

OBJECTIVE

I am looking for a full or part time position within a growing company

SUMMARY OF QUALIFICATIONS

Medical Assistant with 16 and a half years of front and back office experience.

- Motivated self-starter.
- Strong team player.
- Extensive medical knowledge.

PROFESSIONAL GOAL:

I am looking for a full time/part time position within a growing company that will be able to utilize my professional skills. I thrive on new experiences and want to enhance my skills as a medical assistant and become an asset to my employer.

PROFESSIONAL EXPERIENCE

Chapa-De Indian Clinic

Grass Valley, CA

Medical Assistant 2013-2018

Job Duties:

Assisted patients, physicians and technologist.

Researched and resolved problems with retrieving of previous studies requiring the ability to access, input

and retrieve computerized information by use of the system. Daily use of order facilitator, and ultrasuival. Escorts and prepares patients for examination. Manage multi line telephone, assist nursing staff

with follow up appointments, obtain laboratory results, obtain vital signs, verify medications and allergies,

sterilizing surgical equipment.

Rideout-Fremont/Callaham Hospital,

Cardiology (August 2013-2015

Penn Valley, CA

Job Duties:

EMR, medical terminology, charting, rooming patients, EKG'S, refill prescriptions, labs,

**Radiological Associates Sacramento,
(June 2003-2012)**

Auburn, CA Job Duties:

EMR and transcribing physician orders, medical terminology, record keeping and computer skills. Strong

customer service skills. Knowledge, skills and abilities to use proper body mechanics when lifting and

transporting patients. Experience with standard PC keyboard and ability to input and retrieve data

accurately. Provided support for the CT, MRI, Ultrasound and X-ray Technologists during exams, prep and

transported to and from Radiology in comfort and with proper medical support.

Medical Assistant (February 2007-May 2007)

Dr. Thelen, Roseville, CA

Job Duties:

Front office duties, managed multi phone lines, filing, obtained lab reports and radiology reports.

Assisted

the doctor with injections, vitals, setting up exam rooms and called in medication refills per doctor's orders..

Roomed patients, obtained vital signs and charted patient complaints. Provided wound care.

Education:

Western Career College, Sacramento, CA

MA Certificate 2003

Current CPR and First Aid Certified.

American River College, Sacramento, CA

AA Child Development

Computer Skills:

Excel

Word

Windows Vista

EMR

Owned and operated private daycare, utilizing degree in childcare development.

October 2007-January 2008

References upon request