

SAMPLE STUDENT

Palatine, IL 60067

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PHLEBOTOMY

EDUCATION

Harper College, Palatine, IL

Phlebotomy Certificate

May 20xx

CERTIFICATIONS

Phlebotomy Technician (PBT)

Anticipated July 20xx

American Society for Clinical Pathology (ASCP)

Basic Life Support (BLS) for Healthcare Providers Certification –

March 20xx

American Heart Association

RELATED EXPERIENCE

Northwest Community Hospital, Arlington Heights, IL

Phlebotomy Intern

March 20xx to April 20xx

- Completed more than 237 successful blood draws on children, adolescents, adults and geriatric patients
- Performed variety of routine blood drawing procedures including venipuncture, techniques using standard equipment such as vacutainer tubes, tourniquets, butterfly needles and finger stick
- Utilized standard procedures in maintenance of positive patient identification, recorded appropriate collection information on proper requisitions for both inpatients and outpatients
- Labeled, dated, initialed and distributed specimens to the laboratory in a timely manner to preserve the specimen's integrity and to meet the turn-around-times
- Assembled equipment such as tourniquets, needles, gauze, blood collection devices, disposable containers for needles and alcohol pads on work trays according to specified tests and procedures
- Collected non-blood specimens such as urine and nasal
- Evaluated patient's situation and adapted procedures to meet their needs

SKILLS

Knowledge of Medical Terminology

Microsoft Word, Excel and PowerPoint

WORK EXPERIENCE

Palatine School District, Palatine, IL

Substitute Teacher

June 20xx to Present

- Manage all classroom procedures as required, create a well-focused organized learning environment and maintain discipline
- Follow through on lesson plans, review assignments and assign homework as directed

VOLUNTEER EXPERIENCE

Palatine Community Health Fair, Palatine, IL

Marketing Committee / Phlebotomist

May 20xx to Present

- Assist in meeting with community groups and media to promote events
- Perform phlebotomy procedures under medical supervision to test for diabetes and blood typing