

PAT SUMMERS
121 Shady Tree Drive
Palatine, IL 60067
847.555.1212
patsummers@gmail.com

OBJECTIVE:

Seeking a position as a **Phlebotomist**

EDUCATION:

Harper College, Palatine, IL
Phlebotomy Certificate

May 20xx

CERTIFICATIONS:

Phlebotomy Technician Certification (CPT)
American Society for Clinical Pathology (ASCP)

Anticipated July 20xx

BLS for Healthcare Providers (CPR and AED) Certification
American Heart Association

March 20xx

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, alcohol pads on work trays according to specified tests and procedures
- Collected non-blood specimens such as urine and nasal

SKILLS

Knowledge of Medical Terminology
Microsoft Word, Excel and PowerPoint

WORK EXPERIENCE

Palatine School District, Palatine, IL
Substitute Teacher

20xx to Present

- Manage all the 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

20xx to Present

- Assisted in meeting with community groups and media to promote event
- Performed phlebotomy procedures under medical supervision to test for diabetes and blood typing