



Clarence Clinical

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EDUCATION

Bachelor of Science in Clinical Laboratory Science
The University of Texas at El Paso (UTEP)

Anticipated: 05/20XX
Overall GPA: 3.75/4.00
Major GPA: 4.00/4.00
08/20XX – 02/20XX

ASCP Certification ASCP#

Clinical Rotations

Del Sol Medical Center, El Paso, TX- Hematology
Providence Memorial Hospital, El Paso, TX- Urinalysis
Vitalant, El Paso, TX- Blood Bank
University Medical Center, El Paso, TX- Microbiology

06/20XX – 08/20XX
07/20XX – 05/20XX
02/20XX – 08/20XX
06/20XX – 10/20XX

Instrumentation

LH 1500 Hematology Automation Series, Beckman Coulter
Vitek 2 Automated Bacterial Identification and Susceptibility Test Systems
MicroScan autoSCAN-4 System
Helena Cascade M-4 Coagulation Analyzer

EXPERIENCE

American Red Cross

Laboratory Assistant

El Paso, TX
3/20XX – 07/20XX

- Assist professional laboratory personnel in performing examination of blood, spinal fluid, water and dairy products on a weekly basis
- Inoculate prescribed media with water, milk and biological samples being examined
- Prepare a wide variety of culture media solutions and other standardized recipes
- Maintain records and reports of all activities performed on a daily basis
- Keep a supply of culture media available for the laboratory staff

Cake Boutique

Baker

El Paso, TX
08/20XX – 02/20XX

- Produced 15 baked goods daily using specific measurements of ingredients to ensure consistent, quality products
- Reduced 20% of company costs by developing an inventory method to avoid surplus of ingredients

VOLUNTEER EXPERIENCE

UTEP – Project MOVE

Volunteer

El Paso, TX
3/20XX/03/20XX

- Assisted in the cleanliness of the Battered Women's Shelter by helping clean and organize the facility's garage and kitchen.
- Led a group of five students in painting an elderly community member's house

SKILLS

- Familiar with CA-500
- Proficient in MS Word, Excel and Power Point
- Bilingual: Spanish/English
- Extensive use of BCS and XT-2000i

Accomplishment Statements

Accomplishment Statements are the statements in the experience section of your résumé that highlight your relevant skills, abilities, and/or contributions to an organization. Statements should include an action and a result listed with bullet points.

Start with a verb to emphasize a skill (result) then add how you accomplished the result (action).

It is important to tailor your statements to the job description and include measurable data as much as possible.

See examples of accomplishment statements in the “Experience Section” on page one.

Job Description

1. Read and analyze the job description
2. Identify the required skills listed for the job
3. Match your experiences to the skills listed in the job description

Measurable Data

**Quantify when possible using:
numbers, percentages, dollar amount(s), or
time frames**

Action Words

Verbs that strongly promote your skills and accomplishments

Critical Thinking/ Problem Solving

Analyze	Increase
Assess	Integrate
Compare	Measure
Determine	Organize
Devise	Research
Diagnose	Supervise
Evaluate	Synthesize
Execute	Verify

Communication (Oral/Written)

Address	Express
Author	Interpret
Share	Persuade
Convey	Present
Network	Promote
Demonstrate	Review
Draft	Speak
Edit	Write
Negotiate	Respond
Connect	

Teamwork/Collaboration

Assist	Organize
Brainstorm	Orient
Calculate	Plan
Collaborate	Process
Consolidate	Schedule
Construct	Supervise
Demonstrate	Support
Envision	Unite

Technology

Access	Implement
Analyze	Integrate
Calculate	Install
Coordinate	Launch
Deliver	Maintain
Design	Manage
Develop	Troubleshoot
Engineer	Organize
Program	

Leadership

Administer	Guide
Assess	Manage
Clarify	Mentor
Create	Motivate
Delegate	Oversee
Encourage	Recruit
Establish	Supervise
Facilitate	Train
Direct	

Professionalism/ Work Ethic

Achieve	Exceed
Act	Handle
Adapt	Improve
Evaluate	Implement
Deliver	Produce
Demonstrate	Reach
Drive	Simplify
Establish	Work

Career & Self-Development (Confidence/Advocacy)

Advise	Defend	Inform	Facilitate
Advocate	Diagnose	Master	Supported
Coach	Enhance	Negotiate	Guide
Communicate	Expand	Consult	Pursue

Equity and Inclusion

Celebrate	Engage	Empower
Communicate	Identify	Validate
Discuss	Interact	
Educate	Understand	

Updated: 1/24