**\*BRUNO CHRISPIM QUINTILIANO DA SILVA**

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# Objective: To obtain a position as a Phlebotomist at a medical facility where I utilize my nursing and administrative skills.

#  CLINICAL EXPERIENCE

#  INHOUSE PHYSICIANS – Dec 2020

#  Phlebotomist – Administrative Clinician

# Data Entry personal Information using EMR’s and Microsoft Office Software.

# Conducting Nasal Swabbing in Adults and Children and similar rapid flu test.

# Travel to different schools locations in NYC

# Collecting speciamens

# All Medical Personnel – Nov – Dec 2020

# Research AIDE – Phlebotomist

# Assisted with the screening of prospective participants for study.

# Collected samples per protocol.

# Ensured proper participant identification (using requirement Identifiers and safety techniques).

# Mount Sinai Queens – May - Aug 2020

# Phlebotomist

# Collected specimens in accordance with established procedures.

# Entered data and processed specimens including labeling and centrifuging as required by test order.

**Clinicas Oncologicas Integradas • RIO DE JANEIRO, BRAZIL • MAY 2011 – DEC 2015**

**Supervisor - Archivist**

 **• Managed a group of ten archivists with all aspects of documentation, including file organization, scanning, and compliance with federal privacy**

 **laws.**

**Prontonil Health Center • RIO DE JANEIRO, BRAZIL • JAN 2007 – MAY 2011
Phlebotomist – Nursing Technician**

 **\* Cared for patients; checking blood pressure, temperature, and heart rate; administering medication;**

 **\* Maintained general wellness of patients.**

* **Collected patient Blood/specimens**
* **Assisted patients in physical movement/exercise and ensured proper and balanced nutrition, General personal helps.**

**RELEVANT SKILLS**

* Managing front-desk operations in a salon environment, including scheduling and hospitality, supervising the client experience, and product inventory and ordering.
* Highly organized and personable server with experience providing exceptional customer service.
* Successful multi-tasking in a fast-paced environment.
* Adept at successfully navigating a wide range of customers to ensure a high-quality experience.

**WORK EXPERIENCE**

 CARLOS LOBO SALON • NEW YORK, NY • MAY 2017 – MAR 2019

 SALON ASSISTANT

 MARIA BONITA SALON • NEW YORK, NY • JUL 2016 – MAY 2017

 SALON ASSISTANT

# SKILLS

* Languages: Portuguese & English \* Blood draws: knowledge of medical terminology and human anatomy
* Customer service and hospitality \* Client/patient management

# EDUCATION AND CERTIFICATE

# Borough Of Manhattan Community College – CE – New York – NY - Hemodialysis Technician - 2021

# Manhattan Institute, New York, NY- Phlebotomy - 2020

* Grupo Grufen College, Rio de Janeiro, Brazil • **Nursing Technician** - 2015
* Grupo Grufen College, Rio de Janeiro, Brazil • **Phlebotomist (Medical Assistant)** - 2006
* CIEP 196 São Teodoro, Rio de Janeiro, Brazil • **High School Diploma** • 2001

**References available upon request**