

# Sara Smith

## **Registered Nurse**

Minnetonka, MN 55345

[saras2011@gmail.com](mailto:saras2011@gmail.com)

+1 612 245 7584

Authorized to work in the US for any employer

## Work Experience

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### **Registered Nurse (RN)**

Interim HealthCare - Bloomington, MN

February 2021 to Present

Educate and administer the coved vaccine

Urgent Care: triaging patients, first assessments, taking down history and medications, dressing and assessing wounds, assisting in procedures such as stitches and foreign object removal. Specimen collections, ear washes, medication administration including IV, injection , inhalations and pills. EKGs, oxygen and holter monitoring machine operations.

Neurology: Working with providers to diagnose and treat patients of all neurologic disorders ranging from parkinsons to TIA/stroke emergencies.

Digestive Procedures, Recovery: Monitoring patients after their endoscopies or colonoscopies where they have received sedation. Reviewing their procedure findings with them and coordinating next steps in their care. Prioritizing care between multiple patients from many backgrounds.

### **Certified Medical Assistant**

Western obgyn - Waconia, MN

January 2016 to December 2019

Lab work, medication administration, assisting in procedures with OBGYN doctors and midwives.

### **Phlebotomist**

Red Cross - Saint Paul, MN

February 2014 to January 2016

Phlebotomist for Red Cross blood drives across MN.

### **Residential Coordinator**

CCLS - La Crosse, WI

March 2013 to May 2015

- Provide personal needs for disabled adults
- Pass Medication
- Coordinating patient schedules and activities

### **Server**

The Water Front - La Crosse, WI

March 2012 to February 2013

- Created a five star experience for guests
- Present personality and attention to detail

707 11th St. North Apt. 2  
La Crosse, WI 54601  
612-245-7584/Saras2011@gmail.com

## Education

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### **Associate's degree in Nursing**

Normandale Community College - Bloomington, MN  
December 2020

### **Associate of Applied Science in Medical Assistant**

Globe University  
December 2016

## Skills

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- Medical Terminology (5 years)
- Phlebotomy
- Vital Signs
- Patient Care
- Experience Administering Injections
- EMR Systems
- Medical Office Experience
- Laboratory Experience
- Triage
- Venipuncture
- Medical Records
- Transcription
- Hospital Experience
- Epic
- HIPAA
- Medication Administration

## Links

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<https://www.linkedin.com/in/sara-smith-a46105b4>

## Certifications and Licenses

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### **CPR & First Aid**

2019

### **Certified Medical Assistant**

### **Registered Nurse (RN)**

January 2021

### **BLS Certification**

## Additional Information

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- 2 plus years of patient care experience
- 4 years of lab experience
- Computer: Microsoft Word, Excel, PowerPoint and Outlook
- Personable, team oriented and punctual