**Maria Cerna**

2112 Orestimba Rd.│Newman, CA 95360

(209) 596-7366 │maria.cerna15.mc@gmail.com

**Objective:** To obtain a Registered Nurse position which will allow for the expansion of my practical experience as well as providing quality health care to patients.

**Education**

# Purdue University Global │West Lafayette, IN

# Associate of Science in Nursing │ May 2022

* **California Board of Nursing: Registered Nurse License # 95311819**
* **Iowa Board of Nursing: Registered Nurse License # 170614**

Maric College │ Salida, CA

**Medical Assistant Certificate │2007**

**Professional Experience**

## San Ramon Regional Medical Center │San Ramon, CA**.**

## **Monitor Tech/Unit Secretary │**January 2016 - July 2019

* Monitored heart rhythms of patients who were in the ICU and notified the nurses of any change in rhythm
* Printed a second strip rhythm every four hours
* Scheduled CHF appointments
* Answered phones and provided quality customer/patient service

Healogics Wound Care Center │San Ramon, CA.

**Front Office Coordinator │**August 2015- November 2015

* Scheduled, rescheduled, and canceled appointments for patients who needed wound care follow up
* Submitted authorizations to insurance companies to obtain insurance approval for patients to be seen in office
* Rearranged medical records by examining documents for ease of use

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Golden Valley Health Centers │ Patterson & Newman, CA

**Medical Assistant │**2007-2012

* Team leader on unit
* Roomed and completed vitals for patients
* Provided interpreter services for patients and/or physicians
* Administered injections, bandaging, and specimen collections
* Assisted with IUD insertions, pap smears, and circumcisions