

Zandra Maldonado

Certified Medical Assistant (AAMA)

Green Bay, WI 54302

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Organized, goal-oriented, team player seeking a entry level position in an established medical office supporting physicians, nurses, and other medical staff to facilitate patient care.

Authorized to work in the US for any employer

Work Experience

Certified Medical Assistant

THE NEW DERMATOLOGY GROUP

October 2019 to Present

CNA - Certified Nursing Assistant

Bornemann Senior Communities - Green Bay, WI

September 2019 to November 2019

I administer medications, assist with ADL's, and provide holistic care to my residents.

Certified Nursing Assistant

Almost Family - Green Bay, WI

April 2017 to 2018

- Scheduling patient appointments
- Maintaining medical records, and billing and coding information for insurance
- Preparing patients for examination
- Helping physicians with patient examinations
- Taking and recording vital signs, such as blood pressure
- Drawing blood
- Preparing blood samples for laboratory tests
- Giving patients injections or medications as directed by a physician (in some states)

Certified Nursing Assistant

Helping Hands Caregivers - Green Bay, WI

January 2015 to April 2017

Education

Technical Diploma in Surgical Technology

Northeast Wisconsin Technical College - Green Bay, WI

August 2019 to Present

Technical Diploma in Medical Assistant

Rasmussen College-Wisconsin - Green Bay, WI

July 2018 to June 2019

Healthcare Customer Service

Northeast Wisconsin Technical College - Green Bay, WI
December 2017

Certified Nursing Assistant

College of Menominee Nations - Green Bay, WI
January 2016

Skills

- CNA
- Injections
- Patient Care
- Scheduling
- Vital Signs
- Phlebotomy
- Epic
- Medical Records
- Venipuncture
- EKG
- EHR
- EMR
- CPR Certified
- CPR
- Filing
- Microsoft Word
- Receptionist
- Caregiving

Certifications and Licenses

CNA

October 2015 to January 2016

BLS for Healthcare Providers (CPR and AED)

March 2018 to March 2020

Health Care Customer Service

December 2018 to Present

CPR

Certified Nursing Assistant (CNA)

CMA (AAMA)

July 2019 to July 2024

Assessments

Nursing Skills: Patient Focus & Orientation — Familiar

May 2019

Addressing concerns and using sensitivity when responding to needs and feelings of patients

Full results: [Familiar](#)

Nursing Aide Skills — Highly Proficient

May 2020

Providing nursing aid to patients using knowledge of relevant equipment and procedures.

Full results: [Highly Proficient](#)

Work Style: Reliability — Proficient

August 2019

Tendency to be dependable and come to work

Full results: [Proficient](#)

Medical Terminology — Proficient

May 2020

Understanding and using medical terminology

Full results: [Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.

Additional Information

- Well versed in taking vital signs, temperature, blood pressure, and pulse
- Able to give compassionate and round the clock care to clients and residents
- Exceptional organizational abilities demonstrated through progressive care giving positions
- Proven ability to deal tactfully with staff residents and family