



# AMELIA MOORE

## Cancer Information Specialist

support@qwikresume.com

(123) 456 7899

Los Angeles

www.qwikresume.com

### PROFESSIONAL SUMMARY

As a seasoned Cancer Information Specialist with a decade of experience, I excel in providing detailed support and accurate information to patients and families facing cancer challenges. My passion lies in empowering individuals through education and resource access, fostering an environment that prioritizes informed decision-making and compassionate care.

### WORK EXPERIENCE

#### Cancer Information Specialist

Mar / 2018-Ongoing

Pineapple Enterprises

Santa Monica, CA

1. Delivered comprehensive resources to patients and families, addressing needs such as financial aid, advocacy, and medical support.
2. Managed inbound communications, providing vital assistance to patients and caregivers while collaborating with healthcare professionals.
3. Tailored responses to individual inquiries, addressing psychosocial challenges related to cancer and treatment.
4. Moderated online support forums and provided technical assistance, ensuring effective communication among staff and volunteers.
5. Contributed to training and development initiatives by creating and refining educational modules for new employees.
6. Actively participated in feedback sessions, enhancing team performance and improving patient support methodologies.
7. Conducted simulated scenarios for staff training, reinforcing knowledge of cancer information and response strategies.

#### Cancer Information Specialist

Mar / 2015-Mar / 2018

Silver Lake Enterprises

Seattle, WA

1. Assisted constituents in accessing vital cancer-related resources and information regarding prevention and treatment.
2. Responded to inquiries on a toll-free cancer education line, providing accurate information to the public.
3. Educated patients about treatment options, clinical trials, and available support services to facilitate informed decisions.
4. Counseled individuals and families on cancer prevention and treatment pathways, fostering a supportive dialogue.
5. Conducted clinical trial searches for patients, connecting them with appropriate healthcare professionals.
6. Facilitated referrals for patient support services, ensuring comprehensive care throughout the treatment journey.

### EDUCATION

#### Master of Social Work

Mar / 2012-Mar / 2015

University of California

Santa Monica, CA

Focused on clinical social work with an emphasis on healthcare and patient advocacy.

Powered by Qwikresume

### SKILLS

#### Empathy Skills



#### Time Management



#### Detail-oriented



#### Active Listening



#### Information Resources



#### Crisis Intervention



### INTERESTS

Podcasts

Language Learning

Dancing

Cycling

### STRENGTHS

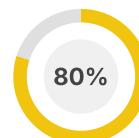
Intuition

Leadership

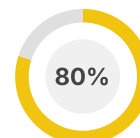
Listening

Mentorship

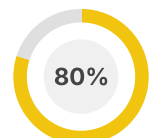
### LANGUAGES



English



Arabic



Swahili

### ACHIEVEMENTS

Developed educational materials that enhanced patient understanding of treatment options, improving satisfaction scores by 30%.

Streamlined resource referral processes, reducing response time for patient inquiries by 40%.

www.qwikresume.com