

Robert Smith

Clinical Lab Tech

PERSONAL STATEMENT

To obtain part-time position in which I may utilize current skills as well as develop new skills. Level-headed health professional who remains calm and effective in extremely difficult and stressful situations.

WORK EXPERIENCE

Clinical Lab Tech

ABC Corporation - February 2012 - June 2013

Responsibilities:

- Performs routine laboratory procedures such as preparation of media and basic preparation of PC boards and labels.
- Conducts non-technical routine laboratory tests and procedures under the direction of professional staff.
- Sets up and operates laboratory equipment in preparation for specimen examinations.
- Opens, separates, numbers and arranges specimens for laboratory examination and trace results.
- Maintains simple laboratory records and inventory for supplies and reagents.
- Maintains laboratory equipment and supplies by cleaning and maintaining quality assurance records.
- Maintains a clean and sanitary work area in accordance with standard laboratory practices and procedures.

Lab Tech

ABC Corporation - 2009 - 2012

Responsibilities:

- Collect samples, study and perform tests on body fluids, teeth, chemical compounds Keeps laboratory supplies ready by inventorying stock; Keeps equipment operating by following operating instructions; troubleshooting breakdowns; maintaining supplies; performing preventive maintenance; calling for repairs.
- Documents information by maintaining daily logs and equipment record books.
- Resolves problems by examining and evaluating data; selecting corrective steps.
- Completes projects by assisting project team; attending and participating in group and project meetings.
- Updates job knowledge by participating in educational opportunities; reading technical publications.
- Enhances laboratory and organization reputation by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.
- Skills Used Chemistry Techniques, Lab Environment, Clinical Lab Testing, Cryogenic Procedures, Creating a Safe, Effective Environment, Sterilization, Equipment Calibration, Biohazard Safety, Supply

CONTACT DETAILS

1737 Marshville Road,
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(123)-456-7899
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www.qwikresume.com

SKILLS

Lab Tech, Phlebotomy.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference - 1 (Company Name)
Reference - 2 (Company Name)

Management, Self-Development.

Education

- 1998(Plant City High School)