

# Asiah Cabell

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## OBJECTIVE

To obtain employment with a company that offers a positive atmosphere to learn and implement new skills and technologies for the betterment of the organization. Also, to work in a team environment in order to produce desired outcomes in a creative and innovate fashion.

## EXPERIENCE

- Helped make masks to fight against the coronavirus (2020).
- Math Tournament, College of Lake County, Grayslake, Illinois (2020) - Volunteered to grade answers for tournament.
- Feed My Starving Children, Libertyville IL (3 times in 2019).- Packed food for the needy.
- Cancer Treatment Center, Zion, Illinois (2x in 2019). -Set up and work on arts and crafts with patients.
- Golf Tournament, Zion, Illinois (2018 and 2019). Volunteered as a caddy during the tournament.

## EDUCATION

**Zion Benton Township High School**                      Zion, Illinois    5/2019

- GPA 3.3
- High Honor Roll
- Safety Officer
- ROTC

**Lake County Tech Campus**                                      Grayslake, Illinois    8/2019 – 5/2020

Medical Assisting

- Scheduling patient appointments through SimChart for the Medical Office
- Maintaining medical records, billing and coding through SimChart for the Medical Office
- Taking and recording Vital Signs, such as Blood Pressure, Pulse, SPO2, Temperature, Height and Weight, Visual and Hearing Acuity
- Preparing Patients for Examination
- Helping Physicians with Patient Examinations
- Diagnostic testing: Urinalysis, Injections, Glucose Testing
- Medical Terminology and Human Anatomy

## SKILLS

- Customer Relations
- Communication Skills
- Work Independently
- Creative
- Leadership Skills
- Detail Oriented
- Time Management Skills

- Room Preparation
- Supplies Management
- Taking And Recording Vital Signs
- Medical Terminology
- Giving Injections
- Patient Education
- Patient Follow-Up

**LANGUAGES**

- English

**AWARDS**

- Ensign O-1 in the ROTC program.
- Cadet Safety Officer of the ROTC program.

**CERTIFICATES AND CERTIFICATIONS**

*Illinois WorkNet*

State of Illinois

- Received State of Illinois Certificate for Career Advancement 6/2019

*Employee Connections, Inc., NFP*

Waukegan, Illinois

6/2019

- Social Media Etiquette Certificate
- Interpersonal Communication Certificate
- Conflict Resolution Certificate
- Diversity & Inclusion Certificate

**REFERENCES**

References are available upon requests.