

Svetlana Greer

☎ (310) 555-1234

✉ svetlana.greer@email.com

🌐 linkedin.com/in/svetlanagreer

📍 123 Maple Street, Los Angeles, CA 90001

SUMMARY

Dedicated Physician Assistant with a focus on Otolaryngology and over 6 months of clinical experience. Proven ability to assess, diagnose, and implement medical care while collaborating with multidisciplinary teams. Bilingual in Spanish, delivering effective communication for diverse patient populations. Committed to patient education, providing high-quality care in both inpatient and outpatient settings. Skilled at performing procedures under supervision, ensuring compliance with state regulations. Eng experienced with Electronic Health Records, documenting secure data efficiently. Passionate about improving patient outcomes through teamwork and excellence.

EDUCATION

Bachelor's Degree in Physician Assistant Studies

2026

University of Southern California GPA: 3.8

Los Angeles, CA

Coursework: Anatomy, Pharmacology, Patient Assessment, Medical Ethics

TECHNICAL SKILLS

- **Clinical Tools:** Electronic Health Record, Diagnostic Devices, Patient Monitoring Equipment
- **Medical Software:** Epic, MEDITECH, Cerner
- **Communication Platforms:** Microsoft Teams, Zoom, Slack
- **Patient Education Materials:** Brochures, Visual Aids, Digital Resources
- **Therapeutic Procedures:** Endoscopy Techniques, Aspirations, Local Anesthesia Administration
- **Data Security Practices:** HIPAA Compliance, Data Encryption, Secure Communication
- **Assessment Methods:** Physical Examination, History Taking, Symptom Evaluation
- **Workplace Compliance:** California PA Practice Act, OSHA Standards, Institutional Policies
- **Organizational Strategies:** Task Prioritization, Time Management, Resource Allocation
- **Emergency Protocols:** BLS Certification, Recognition of Emergencies, Crisis Management

SKILLS

- Patient Care
- Electronic Health Records
- Team Collaboration
- Clinical Assessment
- Bilingual Communication (Spanish)
- Medical Procedures

EXPERIENCE

Student Research Assistant

January 2026 - Present

University Research Lab

Los Angeles, CA

Contributed as a Student Research Assistant working on innovative projects within Otolaryngology. Focused on direct patient assessments, documentation in Electronic Health Records, and collaboration with healthcare providers.

- Conducted patient assessments, recording findings in Electronic Health Records for ongoing research precision.
- Collaborated with healthcare professionals to create educational materials that improved patient understanding.
- Participated in therapeutic procedures under supervision, gaining practical skills related to ENT care routines.
- Assisted in organizing follow-up appointments, ensuring comprehensive continuity of care for research participants.
- Maintained strict confidentiality and adherence to HIPAA regulations regarding sensitive patient information.
- Presented research results effectively at academic conferences, showcasing strong communication abilities.

Clinical Intern

June 2025 - December 2025

HealthCare Intern

Los Angeles, CA

Acted as a Clinical Intern supporting care delivery in a bustling healthcare environment. Engaged regularly with patients and families, facilitating education about treatment options while honing data management skills.

- Supported the evaluation and treatment planning for a wide range of patients in a demanding healthcare setting.
- Interacted with patients and families, communicating effectively to explain treatment plans and ensure compliance.
- Engaged in daily rounds with the medical team, contributing valuable insights during patient management discussions.
- Gained valuable skills entering patient records with accuracy, assuring compliant and timely updates.
- Developed healthy relationships with healthcare professionals, fostering a collaborative work culture.
- Streamlined appointment management processes for scheduling and patient follow-ups, enhancing operational efficiency.

LEADERSHIP & AWARDS

- Dean's List, University of Southern California, 2024-2026
- Vice President, Student Health Association, University of Southern California, 2025-2026

CERTIFICATIONS

- Basic Life Support (BLS) 📅 2026
- CPR Certification 📅 2026

PROFESSIONAL AFFILIATIONS

- Member, Otolaryngology Interest Group, University of Southern California, 2024-2026
- Active member, Volunteer Healthcare Initiative, Los Angeles, 2023-2026

LANGUAGES

- English (Native) • Spanish (Proficient)

ADDITIONAL INFORMATION

Work Status : Authorized to work in United States. No sponsorship required.

REFERENCES

AVAILABLE ON REQUEST