

Cecilia Mathis

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 1234 Elm Street, Anytown, IA 50000

SUMMARY

Dedicated Surgical Technologist with strong experience preparing and maintaining sterile environments for various surgical procedures. Successfully assisted in diverse surgeries, showcasing adaptability across general surgery, gynecology, urology, podiatry, and plastics. Collaborated effectively with multidisciplinary teams, ensuring efficiency and high patient care standards. Skills are complemented by ongoing education, including pursuit of CST certification, aligning with continuous professional development goals. Together with a focus on adherence to safety protocols, fosters a commitment to community health improvement through reliable service delivery.

EXPERIENCE

Surgical Technician
HealthTech Solutions

January 2026 - Present
Des Moines, IA

- As a Surgical Technician, supported the preparation and execution of surgical operations in high-pressure environments. Ensured that all instruments were properly sterilized and available for immediate use.
- Prepared operating rooms with necessary surgical tools and equipment.
 - Maintained sterile fields during complex surgeries, adhering strictly to safety measures.
 - Assisted surgeons in both routine and specialized procedures across multiple specialties.
 - Collaborated actively with nursing staff to streamline surgical workflows, enhancing patient experience.
 - Engaged in ongoing education regarding advances in surgical technologies and practices.
 - Contributed insights towards quality assurance initiatives aimed at surgical outcome improvements.

Surgical Assistant
Wellness Hospital

June 2025 - December 2025
Cedar Rapids, IA

- Worked as a Surgical Assistant, playing a key role in facilitating numerous surgeries while upholding rigorous health standards. Actively contributed to team efforts aimed at consistent operational excellence.
- Prepared surgical instruments and maintained an organized work environment safely.
 - Ensured complete compliance with health regulations, fostering optimal safety and cleanliness.
 - Pursued continuous learning to refine skills associated with modern surgical procedures.
 - Partnered closely with anesthesiology and nursing teams for efficient surgical scheduling.
 - Trained newly hired personnel in established surgical protocols, enhancing team effectiveness.
 - Managed inventory by tracking supplies and instruments meticulously throughout the surgical process.

LEADERSHIP & AWARDS

- Dean's List, Iowa Community College, Fall 2024

EDUCATION

Associate of Applied Science in Surgical Technology
Iowa Community College GPA: 3.7

2026
Anytown, IA

Coursework: Surgical Instrumentation, Patient Care, Medical Ethics, Operating Room Procedures

CERTIFICATIONS

- Basic Life Support (BLS) Certification  2026
- Certified Surgical Technologist (CST)  2027

TECHNICAL SKILLS

- Surgical Technologies:** Electrosurgical Units, Surgical Drapes, Operating Tables
- Monitoring Equipment:** Vital Signs Monitors, Anesthesia Machines, Endoscopic Cameras
- Software Applications:** Electronic Health Records, Medical Billing Software, Surgical Scheduling Tools
- Safety Standards:** OSHA Guidelines, Bloodborne Pathogen Control, Infection Control Protocols
- Supply Chain Management:** Inventory Management Systems, Supply Ordering Software, Vendor Negotiations
- Clinical Protocols:** Surgical Checklists, Sterilization Protocols, Emergency Response Plans
- Education & Training:** Technical Skill Development, Continuing Education Courses, Staff Mentorship
- Communication Tools:** Clinical Messaging Systems, Team Huddles, Feedback Mechanisms
- Quality Assurance:** Outcome Tracking, Performance Metrics, Compliance Audits

- **Patient Interaction:** Preoperative Assessments, Patient Education Materials, Follow-Up Communication

SKILLS

- Surgical Instrumentation
- Sterile Technique
- Patient Care
- Team Collaboration
- Time Management
- BLS Certified
- Safety Protocols
- Surgical Anatomy
- Equipment Sterilization
- Regulatory Compliance
- Operating Room Setup
- Technical Proficiency
- Interpersonal Skills
- Crisis Management
- Workflow Optimization
- Monitoring Standards

PROFESSIONAL AFFILIATIONS

- Member, Surgical Technology Student Association, 2024-2026
- Volunteer, Community Health Fair, 2025

LANGUAGES

- English (Native)
- Spanish (Proficient)

ADDITIONAL INFORMATION

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

REFERENCES

AVAILABLE ON REQUEST