|  |  |
| --- | --- |
| Laura Smith | 222 Cloud Road.  Riverhead, NY 11901  631.555.5555  smitll2200@mail.sunysuffolk.edu |

SKILLS

|  |  |  |
| --- | --- | --- |
| * Patient Assessment * Patient preparation * Administering injections | * Documentation * Communication * Appointment scheduling | * Collaboration * Microsoft Office Suite * Conversational Spanish |

PROFESSONAL EXPERIENCE

MM/YYYY – MM/YYYY **Your Job Title**, Company Name – City, ST

* Quantified resume bullet points showing your accomplishments
* Start with action verb showing you get things done
* Emphasize key words in job description

MM/YYYY – MM/YYYY **Your Job Title**, Company Name – City, ST

* Quantified resume bullet points showing your accomplishments
* Start with action verb showing you get things done
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EDUCATION

Graduating MM/YYYY Certificate in Culinary Arts

Suffolk County Community College - Riverhead, NY

AWARDS/SCHOLARSHIPS

* Your award, from where, date?

REFERENCES

Available upon request