

Jazauria Ray

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Certified Clinical Medical Assistant student expected to graduate by June 2024 with 3+ years of professional experience in

Leadership, Barista experience, and Administrative experience. Experienced in assisting with physical, pediatric, and eye exams; and taking medical histories, vital signs, and EKGs. Instrumental in maintaining medical records, managing medical billing and insurance authorizations, scheduling patient appointments and procedures, and conducting medical office finances. Possess thorough knowledge of anatomy and physiology, medical terminology, infection control, nutrition, medical ethics, cardiology, disease states, and minor in-office surgery procedures.

Work Experience

Barista

Starbucks-Dallas, TX

December 2022 to Present

- Took customer orders accurately and conveyed them to other employees for preparation
- Provided customers with detailed information about products and ingredients
- Prepared and served hot or cold beverages according to Starbucks standards
- Maintained cleanliness and sanitation of work areas, utensils, and equipment
- Managed cash register and handled cash transactions
- Restocked supplies and ingredients as needed

Bistro Server

Dahlia Bar-Dallas, TX

March 2023 to May 2023

- Presented menus to patrons and answered questions about dishes
- Took food or beverage orders from patrons and ensured timely delivery
- Checked identification for minimum age requirement for alcohol consumption
- Ensured customer satisfaction by checking in during their meals
- Managed table settings and cleanliness
- Handled customer complaints and feedback

Manager

McDonalds-Denton, TX

August 2018 to January 2022

Lead shifts every week, ensuring customer experience is fast, accurate, and friendly.

Provide leadership to crew during shift.

Display consistent ability to meet set Targets.

Manage, plan, and monitor performance each shift.

Ensure safety, security and profitability standards are met by team each shift.

Education

Stepful National HealthCareer Association

January 2024 to December 2024

Diploma

Guyer High School - Denton, TX

January 2020 to December 2020

Skills

- Customer Service
- Strong Leadership Skills
- Patient Care
- Excellent Customer Service
- Specimen Preparation & Infection Control
Medical: Ultrasounds
- Cannulation
- Injections
- EMR
Soft Skills: Communication
- Capillary Blood Collection
- Detailed Oriented
- Catheterization
- Building Rapport
- Fluid Aspiration
- Problem Solving
- Highly Adaptable
- Venipuncture
- Effective
Conflict Resolution
- Vital Signs
- Patient care
- Medication administration
- Blood sampling
- Phlebotomy
- Time management
- ICD coding
- Documentation review

Certifications and Licenses

CCMA Certification

Food Handler Certification

CPR Certification

April 2024 to Present