
NON CLINICAL NURSE RESUME

Objective:

Seeking employment as a non clinical nurse.

Professional Experience:

- Non Clinical Nurse, 2007 – Present
 - UnitedHealth Group, Indianapolis, IN
 - Provided consultation to patients in relation to non surgical treatments.
 - Communicated and consulted with medical practices, insurance companies, pharmaceutical companies and law firms.
 - Provided information about the medical/nursing program services, guidelines and policies.
 - Maintained medical records.
 - Provided medical advice to patients claiming medical benefits.
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Summary of Qualifications:

- Ability to maintain confidentiality at all times
 - Strong medical/healthcare experience
 - Ability to perform physical assessment of patients
 - Ability to provide medical advice on people claiming various benefits
 - Ability to carry out medical examinations
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Education:

Bachelor of Science in Nursing, 2007, North Dakota State University, Fargo, ND

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