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## Oncology Phlebotomist Resume

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### Job Objective

Career-minded Oncology Phlebotomist in search of position with company where my skills and abilities can be used to their fullest potential.

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### Highlights of Qualifications:

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- Substantial experience of performing phlebotomies and port access functions in Oncology department
  - In-depth knowledge of various phlebotomy techniques and clinical laboratory practices
  - Operational knowledge of using Windows OS, email, and EMR system
  - Familiarity with procedures for insertion and removal of port access devices
  - Ability to communicate with doctors, medical staff, and patients, in a polite manner
  - Ability to deliver age-appropriate care to all patients undergoing phlebotomy
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### Professional Experience:

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Oncology Phlebotomist  
Allegheny Clinic, Lyons, NY  
August 2012 – Present

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### Responsibilities:

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- Received and responded to incoming phone calls, in a prompt and polite manner.
  - Registered oncology patients and scheduled their appointments for phlebotomy procedures.
  - Validated patient information and conducted patient identification procedures, prior to procedure.
  - Reviewed and completed all specimen requisitions and test orders, in a timely fashion.
  - Labeled, packaged, and transported all specimens collected from oncology patients, as requested.
  - Authored and submitted all complete and accurate work-related reports, on time.
  - Observed and evaluated patient reactions to specimen collection and maintained their safety.
  - Ordered, monitored, and maintained the stock level of all phlebotomy equipments and supplies.
  - Conducted and documented all quality control inspections, as assigned.
  - Interpreted and followed CLIA guidelines for clinical testing.
  - Built and maintained strong professional relationships with physicians, laboratory personnel, and nursing staff.
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### Education:

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Bachelor's Degree in Health Science  
Cedarville University, Cedarville, OH

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