**NO EXPERIENCE RESUME FOR MEDICAL ASSISTANT**

Austin Millard

City, State, Zip Code

Home: 000-000-0000

Cell: 000-000-0000

email@email.com

**Professional Summary**

Seeking Medical Assistant position post-graduation as part of a progressive transition into the patient care field. Acquired proficiencies include basic patient interactions, database organization, inventory tracking, medical terminology, privacy laws, and general administrative duties. Commitment to providing optimal patient care while fine-tuning medical knowledge and expertise.

**Core Qualifications**

* Bookkeeping and filing
* Patient interactions
* Data entry at 75WPM
* HIPAA knowledge
* Internal communications
* Task management

**Experience**

**Intern12/1/20XX – 5/1/20XX, Company Name City, State**

* Greeted patients and performed general clerical duties.
* Permitted to enter basic information into the hospital database with supervision.
* Assisted with the inventorying of hospital and exam room supplies.

**Education**

Medical Assistant Certification Expected 20XX

University Name City, State