

AYESHA BELIM

Toronto, ON - ayeshaxbelim@gmail.com - 437-256-2085

PROFILE SUMMARY

A medical laboratory assistant/technician with an empathic heart, dedicated to providing the best care possible for patients. I am looking to expand on my current skills in an environment where compassion, patient-centered care, collaboration, attention to detail, communication, a positive team environment, and accurate results are the norm.

SKILLS

- Strong interpersonal, written, and oral communication skills to effectively respond to patients and teams
- Highly detail oriented with the ability to handle multiple tasks in a fast-paced environment
- Excellent at prioritizing and getting work done in a deadline-oriented environment through school assignments and placement opportunity at Pharma Medica
- Ability to keep calm composure and provide reassurance while delivering excellent venipuncture skills
- Exceptional at collecting and pre-sorting samples according to protocol and guidelines
- Ability to follow appropriate biological safety such as proper use of PPE, hand washing and quality control
- Ability to follow workplace procedures, take initiative and handle tasks with delegation and direction
- Empathic and caring for patients' well-being and providing patient centered care
- Sympathetic – able to address patients' concerns in a professional and timely manner
- Excellent at computers and Microsoft office suite including MS Word, Excel, PowerPoint and Outlook
- First Aid CPR AED/HCP (Canadian red cross certified)

EDUCATION

Program: Medical Laboratory Assistant/Technician
Graduated with High Honors and Diploma
Institution: Oxford College, Toronto ON

Sept 2022- July 2023

EXPERIENCE

MEDICAL LAB ASSISTANT (PLACEMENT)

June 2023 - July 2023

PHARMA MEDICA RESEARCH INC. TORONTO, ON

- Greeting patients, explaining the clinical trial and answering any questions or concerns the patients may have through effective communication and interpersonal skills
- Performed phlebotomy on patients in a fast-paced environment with standard and butterfly needles
- Performed clinical procedures such as study check-in procedures, reading all the SOPs and protocols, delegated with patient screening and check-in, patient belonging search, breath alcohol testing, meal monitoring, vital signs, ECG tracings, urine collection, bag search and documentation
- Assisted with inventory, documentation, and medical supplies for each new clinical study
- Performed general cleaning duties in preparation for the clinical study such as decontamination of the work environment, preparing exam rooms, sterilize centrifuges and fridges, reading SOPs, protocols, and restrictions for each new clinical study
- Developed strong relationships with patients and provided the best patient centered care possible while ensuring the patients' needs were met
- Ensured that all confidential patient and organization information was maintained and secured

EARLY CHILDCARE ASSISTANT (PLACEMENT)

Jan 2022- Feb 2022

GEORGE BROWN COLLEGE, TORONTO, ON

- Taught preschooler group core values such as kindness, respect, compassion, and empathy
- Assisted in the planning and preparation of culturally diverse lessons through researching topics and information
- Assisted ECE with classroom management and document coordination while following instructions to keep a positive learning environment
- Helped preschoolers with regulating emotions and openly expressing feelings in a safe environment