

John Doe

(XXX) 123-4567 | Dallas, TX | Johndoe@gmail.com

Data Management | Regulatory Compliance | Patient Communication | Critical Thinking | Detail-Oriented

Proven Audiology Technician with over 15 years of experience leveraging exceptional work ethic, strong communication skills, and a commitment to patient well-being. Skilled in conducting comprehensive hearing screenings, ensuring regulatory compliance, and implementing new programs. Proven ability to accurately document patient data in electronic healthcare systems and maintain equipment functionality. Dedicated to clear communication with patients, providing empathetic support and addressing concerns.

WORK EXPERIENCE

Company Name

02/2023 – Present

Position Title

Dallas/Fort Worth, TX

- Spearhead the execution of hearing screening initiatives for over 500 employees per month, ensuring compliance with regulatory standards and company policies.
- Conduct comprehensive audiometric evaluations for employees, resulting in the early detection of hearing impairments and contributing to workplace-related hearing loss incidents.
- Administer a range of essential services including hearing testing, noise surveying, pulmonary function testing, respiratory fit testing, and vision screening.
- Leverage specialized training and certification as an Audiometric Technician to deliver precise and thorough evaluations crucial for regulatory adherence within the industrial sector.
- Implement stringent protocols and best practices to guarantee accuracy and reliability in health testing procedures.
- Recognized for proficiency in executing health assessments, directly contributing to the enhancement of workplace safety and employee well-being.

Company Name

02/2022- 02/2023

Position Title

Dallas/Fort Worth, TX

- Army contractor for Eagle Health at Fort Hood Army base, Killeen, TX, conducted comprehensive hearing screenings and exams for active duty and reserve personnel.
- Demonstrated expertise in implementing the new Hearing Conservation Program (HCP) Genesis, showcasing adaptability and proficiency in utilizing Audiometers to collect and analyze data.
- Accurately recorded and input data into the HCP database and Defense Occupational Health Environmental Readiness System (DOEHRS), ensuring accuracy and compliance with regulatory standards.
- Conducted thorough otoscopic examinations to diagnose underlying causes of failed audiology exams.
- Administered Tympanometry tests when necessary, contributing to a comprehensive evaluation of auditory health.
- Maintained patient records, ensuring all exam results were accurately documented in electronic healthcare systems and tangible medical records, HIPAA guidelines.
- Provided clear and empathetic communication of exam results to patients, prioritizing patient privacy and confidentiality.
- Facilitated referrals to Audiologists, Independent Duty Corpsman (IDC), or other Physicians for further assessments or consultations regarding ear health and potential workplace or environmental hazards.

- Expertly measured and fitted patients for protective hearing devices, offering comprehensive guidance on proper usage and maintenance.
- Maintained the functionality of audiology equipment through daily calibration procedures, ensuring equipment accuracy and reliability.
- Provided proficient administrative and technical support to the Audiology Department, including patient reception, call management, database maintenance, and customer service

Company Name

11/2020- 02/2022

Position Title

Addison, TX

- Operated designated vehicles to patient residences or medical facilities, ensuring timely and safe transportation.
- Performed venipuncture to collect blood samples from patients, meticulously labeling, sealing, and transporting specimens to the laboratory for analysis.
- Maintained meticulous sterilization protocols for all equipment, adhering to infection control standards and ensuring patient safety.
- Oversaw the organization and accuracy of patient records, while also conducting health risk assessments for potential blood donors.
- Adhered strictly to medical standards and procedures governing phlebotomy, ensuring compliance with regulatory requirements, and upholding the highest standards of patient care and safety.

Company Name

07/2009-07/2017

Position Title

- Conducted comprehensive hearing screenings and exams for a diverse patient population including active duty, reserve personnel, dependents, retirees, and civilians for over 18 years.
- Proficiently utilized Audiometers to screen patients and identify individuals requiring referral into HCP.
- Maintained accurate and complete patient records in electronic healthcare systems and tangible medical records, adhering to HIPAA guidelines.
- Provided clear and empathetic communication of exam results to patients, addressing concerns, and offering support.
- Measured and fit patients for protective hearing devices, ensuring proper use and maintenance.
- Supported the Audiology Department with administrative and technical tasks, contributing to efficient operations.

EDUCATION & CERTIFICATIONS

Dun High School | Diploma, 2001

Occupational Hearing Conservationist (CAOHC), Licensure #

ACHIEVEMENTS

Branch and Period of Active-Duty Service: 07/2001-07/2009

Recommended Early Promotion Individual Trait Average: 3.33 of 5.0, 12/2008

Recommended Early Promotion Individual Trait Average: 3.50 of 5.0, 06/2009

U.S. Navy Campaign Badges and/or Expeditionary Medals Received: Sea Surface, Good Conduct Award, Expeditionary, Air Warfare, Surface Warfare, 9mm Pistol Qualifications Expert, Global War on Terrorism, National Defense

Type of Discharge: Honorable