



Arezou Khosronia

Richmond Hill, Ontario, Canada

416-817-0031

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SEEKING MEDICAL ASSISTANT POSITION

Meticulous, patient focused and dedicated Medical Professional with previous experience working as an international General Practitioner in hospital settings. Skilled in-patient care, medical documentation, and supporting healthcare teams. Highly adaptable with strong communication skills and a passion for delivering quality healthcare. Seeking a Medical Assistant position to leverage extensive clinical knowledge and hands-on experience.

HIGHLIGHTS:

- Strong knowledge of medical terminology/ procedures
- Vital signs monitoring and patient assessment
- Medical record management, billing and documentation
- Patient care and support with a compassionate approach
- Assisting physicians with examinations/ procedures
- Infection control and hygiene practices
- Strong interpersonal and communication skills
- Fluent in English, Persian, Azerbaijani, and Turkish

EDUCATION:

Doctor of Medicine (MD) - Tabriz University of Medical Sciences, Iran

Master of Public Health (MPH) in Geriatric Health - Iran

Personal Support Worker (PSW) Certificate - Canada

PROFESSIONAL HISTORY

GENERAL PRACTITIONER

Iranian Social Security Hospital, Iran

2000 – 2020

Patient Care & Diagnosis:

- Conducted routine checkups and examinations
- Diagnosed and treated a wide range of medical conditions
- Took patient histories and performed physical examinations
- Ordered and interpreted diagnostic tests (e.g., lab tests, X-rays)
- Provided medical advice and counseling to patients
- Monitored and managed chronic diseases
- Provided emergency care as needed
- Performed and assisted in routine and emergency surgeries

Treatment & Management:

- Prescribed and administered medications and treatments
- Developed and implemented treatment plans
- Referred patients to specialists and other healthcare professionals
- Educated patients about their health conditions and treatment options
- Counseled patients on family planning and other health-related issues

Preventive Care & Health Promotion:

- Provided preventive care, such as health screenings and vaccinations
- Offered lifestyle and nutritional advice

- Promoted healthy behaviors and disease prevention
- Reported births, deaths, and communicable diseases
- Participated in community health initiatives

Documentation & Communication:

- Maintained accurate and detailed patient records
- Communicated effectively with patients, families, and other healthcare professionals
- Collaborated with other healthcare providers to ensure continuity of care

Employment Cont.

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SEEKING MEDICAL ASSISTANT POSITION (2)

FIRST AID AND RESCUE TRAINER

Iranian Red Crescent

5 years' experience

- Trained healthcare personnel and volunteers in first aid and emergency response
- Developed and delivered training sessions for various medical scenarios
- Certified and assessed trainees for competence

CERTIFICATIONS/ LANGUAGES:

CERTIFIED PERSONAL SUPPORT WORKER (PSW), Canada

FIRST AID AND CPR TRAINER, Iranian Red Crescent

ADVANCED LIFE SUPPORT CERTIFICATION (ALS)

LANGUAGES:

- English (Fluent)
 - Farsi (Native)
 - Azerbaijani (Fluent)
 - Turkish (Fluent)
 - Basic proficiency in Arabic and Kurdish
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