

KIMBERLY BOODRAM

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I am Kimberly Boodram - Certified Medical Laboratory Assistant/Technician - Active - 2024; a dedicated and detail-oriented Medical Laboratory Technician with 7 years of experience working in the lab and 2 years as a doctor's assistant and MLT/A. I am proficient in performing laboratory procedures, ensuring quality control and patient confidentiality. Highly skilled in performing ECG's, venipuncture, capillary puncture, advocator and team leader.

PROFESSIONAL EXPERIENCE

LIFELABS (10/16/2016 - PRESENT)

200 Brock St, Whitby — *Medical Laboratory Technician / Assistant*

- Certified Medical Laboratory Assistant/Technician - Active - 2024
- Delegated trainer for students and newly hired staff
- Lead role as Health and Safety Representative
- Employee Council delegate advocating for change on behalf of employees within Lifelabs on a provincial level
- Maintaining strict standards of patient privacy and confidentiality
- Available to work required hours, including flexibility of working split shifts, overnights, weekends and weekdays
- Strong ability to perform phlebotomy and ECG's, blood draws on neonates, toddlers and adults
- Ensure cash reconciliation is completed at the end of every shift by performing detail calculations, processing payments, refunds and daily deposits

RITSON NORTH MEDICAL CENTRE – Urgent Care (02/04/2022 - June 2024)

1288 Ritson Rd N, Oshawa — *Medical Laboratory Technician/ Assistant / Clinical Assistant / Medical Office Assistant*

- Performing Medical Laboratory Technician/ Assistant duties (ie. Phlebotomy, ECG)
- Acting assistant manager (coordinating staff, finding coverage for sick calls)
- MOA duties - maintaining and updating medical charts, patient files and health records using EMR
- Schedule and confirm medical appointments, receive and communicate messages for medical staff and patients
- Explaining treatments, procedures, after-care instructions, wound care, urine dip, ear flush, performing all vitals on patients, vaccine prep, autoclaving
- Assisting doctor in preparation of equipment to perform physicals, paps
- Orders and maintains inventories of supplies

Guess (07/01/2019 - 09/01/2020)

Oshawa Centre, Oshawa - Sales Associate

- Multiple time top sales associate award, increasing store sales and achieving sale goals
- Introducing promotions and opportunities to customers while maintaining a positive attitude
- Focus on customer satisfaction while working in a fast pace environment
- Assist team members when necessary in handling cash registers, organizing inventory room, labeling products, unloading merchandise and general upkeep of store
- Recommended, selected, and helped locate merchandise selection and return policy

Terrace Youth Residential Services (2012 – 02/2015)

Newmarket and Keswick – Social Service Worker / Residential Counsellor

- Client assessment and evaluation working with youth at risk conducting interviews and evaluations
- Completing group home intake, orientation and discharge according to organization policies and procedures
- Case management, developing and implementing successful change protocols
- Crisis intervention by providing immediate support during times of self harm, depression, employment assistance, self care
- Providing one on one in house counseling, and documenting all client to staff interactions
- Ability to work 12+ hr shifts including days and overnight
- Conducting bed checks and room searches, administering medication, and more
- Advocating for clients to get resources that will improve well being and quality of life as well as providing support to their families
- Previously trained in Therapeutic Crisis Intervention

VOLUNTEER / PLACEMENT

Canadian Blood Services (2019)

Oshawa, ON - Volunteer

- Participate in community events with the focus of recruiting new potential donors and promoting upcoming donation events
- Inspire new donors as a trained ABO Blood typer
- Provide relevant information and guidance to donors about the donation process
- Welcome and greet donors in a positive manner

Gamma Dynacare Medical Laboratories (07/2016 - 09/2016)

Ajax, On - Medical Laboratory Technician/Assistant placement student

- Adhering to safety and infection control procedures
- Read and interpret vital signs, ECG monitoring and analysis
- Worked directly with patients, build rapport and develop solid working relationships while shadowing licensed MLT/A

Sickkids Hospital (05/2014)

Toronto, ON - *Volunteer in the Emergency Department*

- Patient interaction and building rapport by engaging in play therapy, providing entertainment, reading stories, providing activities such as arts and crafts
- Providing family support offering information and helping with hospital services
- Providing hospital support with clerical tasks

AREAS OF EXPERTISE / TRAINING

- Medical Laboratory Professionals' Association of Ontario (MLPAO) Active Member 2024
- CPR and First Aid Certified
- Valid G-Drivers License
- Transportation of Dangerous Goods Certification

EDUCATION**Trillium College (01/2016 - 09/2016)**

Medical Laboratory Technician / Assistant | Oshawa, On

Seneca at York (2011 - 2013)

Social Service Worker Diploma | Keele Campus, ON

Humber College (2009 – 2010)

Bachelor of Creative Advertising and Graphic Design | Lakeshore Blvd, West, ON