

Selena Wilder

404-242-1933 | wilder.selena@yahoo.com

PROFESSIONAL SUMMARY

Energetic and goal-oriented Biology major with 7 years of experience in patient communication, staff support, and administrative duties. Adept at providing compassionate care, maintaining professionalism, and collaborating in fast-paced healthcare environments. Seeking a Patient Care Technician position to assist families with their medical needs while leveraging strong interpersonal and multitasking skills

EDUCATION

Georgia State University, College of Arts & Sciences
Bachelor of Science in Biology
GPA: 3.28

Atlanta, GA
Expected Grad: Spring 2026

Dean's List: Summer 2024/ Fall 2024/ Spring 2025

Georgia State University
Associates of Health Sciences

Atlanta, GA
Fall 2021

WORK EXPERIENCE

Back in the Game Physical Therapy
Physical Therapy Tech

Dacula, GA
May 2023 - December 2023

- Assisted patients with mobility exercises and daily activities, ensuring comfort and safety
- Monitored patient progress and provided updates to therapists for optimal care
- Maintained clinical equipment and adhered to safety regulations
- Provided clear instructions and encouragement to engage patients in therapy
- Ensured HIPAA compliance and patient confidentiality

Publix Supermarkets Store
Cashier/ Seafood Clerk

Tucker, GA
December 2021-August 2023

- Maintained customer satisfaction with seafood selection and service.
- Ensured a clean and organized workspace, adhering to safety and hygiene standards.
- Restocked inventory and checked product quality, removing expired items.
- Prepared seafood meals in compliance with State of Georgia food guidelines.
- Addressed customer inquiries and concerns in a professional manner.
- Operated cash register for accurate cash, check, and credit card transactions.
- Assisted customers with purchases, item location, and reward program enrollment.

Schwartz Chiropractic & Wellness Clinic
Receptionist

Tucker, GA
May 2017 - May 2018

- Greeted patients and provided friendly, knowledgeable assistance
- Explained insurance coverage and clinic policies
- Managed medical records, appointments, and phone inquiries
- Maintained a clean and welcoming reception area

SKILLS

Patient Support & Mobility Assistance | Teamwork & Collaboration | Communication & Customer Service | Adaptability & Problem-Solving HIPAA Compliance & Safety Standards

CERTIFICATIONS

- Basic Life Support (BLS) American Red Cross– Expires: 07/31/2027