

RYAN CORDERO ANDRESAN

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PROFESSIONAL SUMMARY

Dedicated healthcare professional with 7+ years of experience in laboratory operations, patient support, and healthcare documentation. Skilled in EMR/EHR systems, Google Workspace, email handling, scheduling coordination, and HIPAA-compliant administrative support. Processed laboratory services for 50-100 patients daily while maintaining accurate records, accreditation compliance, and quality standards. Recently completed Medical Virtual Assistance and General Virtual Assistance training, with availability for US time zones and remote healthcare support roles.

KEY SKILLS

Medical Virtual Assistance | Patient Coordination | Healthcare Administrative Support | EMR/EHR Management | Email Handling | Appointment Scheduling | HIPAA Compliance | Medical Documentation | Laboratory Operations | Google Workspace | Calendar Management | Healthcare Compliance Support

PROFESSIONAL EXPERIENCE

Medical Technologist (Part-time)

Accuhealth Medical Clinic and Laboratory | 2019 – Present

- Process laboratory samples for 50-100 patients daily across hematology, clinical microscopy, clinical chemistry, and serology while maintaining accurate healthcare documentation
- Managed laboratory accreditation and compliance paperwork to support regulatory standards and clinic operations
- Coordinated email communications and administrative documentation for laboratory workflows and patient-related concerns
- Maintained accuracy and confidentiality of medical records in compliance with healthcare protocols and HIPAA principles

Medical Technologist

Department of Health | 2019 – 2025

- Participated in the National External Quality Assessment Scheme (NEQAS) for Clinical Chemistry, Bacteriology, Parasitology, and Hematology programs
- Processed laboratory testing and documentation for public healthcare initiatives while maintaining compliance with government standards
- Supported laboratory quality assurance activities and compliance reporting for healthcare operations
- Assisted in maintaining organized laboratory records and diagnostic documentation for healthcare monitoring programs

Medical Technologist

Miguel O. Cabrera Sr. Memorial Hospital | 2018 – 2019

- Processed hematology, clinical chemistry, serology, microbiology, and clinical microscopy samples in a hospital laboratory setting
- Maintained accurate patient laboratory documentation and ensured timely processing of diagnostic requests
- Collaborated with healthcare staff to support efficient patient testing and reporting workflows

- Ensured compliance with laboratory safety procedures and quality control standards

TECH PROFICIENCY

Productivity & Admin: Google Workspace (Docs, Sheets, Slides, Drive, Calendar), Microsoft 365

Communication: Slack, Zoom, Google Meet, Loom, Calendly

Healthcare Systems: EMR/EHR Systems

AI & Automation: ChatGPT, Grammarly

Design & Content: Canva, CapCut

EDUCATION

Master in Management major in Public Health Administration

Philippine Christian University | 2023 – 2024

Bachelor of Science in Medical Laboratory Science

Mindanao Medical Foundation College | 2013 – 2017

CERTIFICATIONS

- Medical Virtual Assistance Training Certificate, VA365 (2026)
- HIPAA Compliance Training Program Certificate (2026)
- General Virtual Assistance Training Certificate (2023)

LANGUAGES

English: Proficient

Filipino: Native