

Stacy Minus

Charlotte, NC 28206

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Work Experience

Information Referral Specialist

United Way - Columbia, SC

September 2010 to March 2012

Answering 211 calls in

Dietary Aide

Sc episocal home - West Columbia, SC

November 1990 to May 1993

Prep, dessert 's dishwasher, mopping,etc

Server/mexican line worker

USC russell house - Columbia, SC

August 1988 to March 1990

Server/dishwasher

Education

1 year college in Medical secretary

Mansfield business college - Columbia, SC

August 1989 to January 1991

Skills

- Medical Records
- Medical Office Experience
- Medical Receptionist
- Medical Terminology
- Transcription
- Medical Scheduling