

# Roxana Jemmott

Medical Courier

✉ [roxana.jemmott@gmail.com](mailto:roxana.jemmott@gmail.com)

☎ (491) 334-3735

📍 123 Elm Street, Indianapolis,  
IN 46204

## Education

### Certificate in Medical Courier Training at Indiana University-Purdue University Indianapolis, IN

Aug 2018 - May 2022

Relevant Coursework:

Medical Terminology, Lab  
Specimen Handling, Biological  
Substance Transport, Cold  
Chain Management, HIPAA  
Compliance, and Courier Safety  
Protocols.

## Links

[linkedin.com/in/roxanajemmott](https://www.linkedin.com/in/roxanajemmott)

## Skills

HIPAA Compliance

GPS Navigation

Specimen Handling

Time Management

Route Optimization

Cold Chain Maintenance

Biohazard Safety

## Languages

English

French

## Hobbies

## Profile

Dedicated Medical Courier with 1 year of experience providing reliable and efficient transportation of medical specimens, equipment, and documents. Adept at maintaining the safety and integrity of items during transit, ensuring timely deliveries, and navigating complex routes. Strong interpersonal skills, with a proven ability to communicate effectively with medical professionals and clients. Committed to upholding the highest standards of confidentiality, professionalism, and regulatory compliance in the healthcare sector.

## Employment History

### Medical Courier at MedSpeed, IN

May 2023 - Present

- Successfully transported over 5,000 medical specimens and supplies per month with a 99.9% on-time delivery rate, ensuring timely and accurate delivery to various healthcare facilities in Indiana.
- Streamlined the route planning process by implementing an efficient GPS-based system, reducing average delivery time by 15% and saving over 100 hours of driving time annually.
- Trained and mentored 10 new couriers within a year, leading to a 20% increase in team productivity and contributing to MedSpeed's reputation for reliable and professional service in the region.

### Medical Courier Assistant at Priority Courier, IN

Aug 2022 - Mar 2023

- Successfully transported over 3000 medical specimens per month, ensuring timely delivery to labs and medical facilities and maintaining a 98% on-time delivery rate.
- Streamlined the daily route planning process, reducing the average delivery time by 20% and increasing overall efficiency.
- Implemented a new tracking system for medical packages, resulting in a 15% reduction in misplaced or lost items and improved customer satisfaction.
- Trained and mentored 10 new Medical Courier Assistants, contributing to a 25% increase in team productivity and a significant decrease in employee turnover.

## Certificates

### Certified Medical Courier (CMC)

Feb 2022

### Certified Transportation Professional (CTP)

Oct 2020

## Memberships

International Association of Medical Couriers (IAMC)