

Maria Hidalgo

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#readytowork

Authorized to work in the US for any employer

Work Experience

Front Desk Receptionist

STRIDE Community Health Center - Wheat Ridge, CO

November 2018 to Present

I Check in patients, verify their insurance, make them appointments, collect payments, update chart information.

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Education

High school diploma in Biology

High school - Mexico chihuahua

September 1988 to May 1991

Skills

- Customer Service
- Data Entry
- Front Desk
- Microsoft Word
- Bilingual
- Microsoft Excel
- Hotel experience
- Clerical Experience
- Medical Scheduling

Assessments

Customer Focus & Orientation — Highly Proficient

October 2020

Responding to customer situations with sensitivity

Full results: [Highly Proficient](#)

Indeed Assessments provides skills tests that are not indicative of a license or certification, or continued development in any professional field.