

JANE SMITH

1234 Anywhere Street ♦ Phoenix, AZ 12345 ♦ (602) 555-5555 ♦ emailaddress@gmail.com

PROFESSIONAL SUMMARY

Registered Nurse with more than 20 years of experience working in a variety of clinical settings. Results-oriented leader with excellent written and oral communication skills. Extensive experience with critical care, pre/post transplant care, and occupational care.

Areas of Expertise

Critical Care | Pre/Post Transplant Care | Oncology
Training and Development | ICU | ED | TCU | NICU

EXPERIENCE

ABC Hospital, Phoenix, AZ **May 2006 - Present**

Emergency Department Nurse (August 06 – Present)

- Provide care for a wide variety of patients including acute stroke, acute MI, cardiac arrest, oncology, and pre/post transplant patients.
- Trained more than a dozen students and new employees regarding standard hospital procedures and care.
- Developed and presented an educational program for the unit regarding out of hospital cardiac arrest and hypothermia therapy.

SWAT Nurse (through Med staff) (May 2006 – August 2006)

- Provided care to patients in all areas of the hospital.
- Transported critical care patients.
- Responded to emergencies.
- Participated in problem solving and teaching/assisting new nurses regarding difficult patients and/or patients in crisis.

El Camino Hospital, Mountain View, CA **1995 - 2006**

Hospital Float, Critical Care Float, SWAT, Hospital Supervisor, Nursing Education Specialist, Interim Manager

- Assigned and functioned successfully on oncology, telemetry and surgical units as a bedside nurse.
- Assessed and attended patients in all areas of critical care including the ED, ICU, TCU and NICU.
- Responded to all in-house codes and provided support for all units in the hospital as a SWAT Nurse.
- Prioritized critical care needs based on patient acuity.
- Strove to work as a strong member of the critical care team.
- Supervised entire hospital staff and directed the flow of the evening shift.
- Planned and presented multiple education projects to medical/oncology nurses.
- Worked at the bedside mentoring and training nurses on the medical/oncology unit.
- Directed and monitored mandatory education for staff on the medical/oncology unit.
- Managed employees, staffing and function of medical/oncology unit while new manager was found and hired.

Intel Corporation (through Nursefinders), San Jose, CA **1995 – 2003**

Occupational Health Nurse

- Responded to on and off-site emergencies quickly and efficiently.

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- Triage and treated employees according to medical directives and referred employees for appropriate follow-up care.
- Documented office visits with knowledge of OSHA recordable guidelines, notified proper personnel of injury or illness.
- Coordinated scheduling, charting and medical monitoring program.
- Worked closely with other departments in coordination of care for occupational injuries.

Temporary Nursing Agency Assignments, KY, TN, HI

1994 - 1995

- Contracted to work short-term nursing assignments in Kentucky, Tennessee, and Hawaii.
- Responsible for post-op care of heart transplant and coronary bypass adult patients and children with congenital defects.

Sequoia Hospital, Redwood City, CA

1991 – 1993

Critical Nurse

- Responsible for the care of patients within the ICU/CCU and Open Heart Units with heavy cardiac focus.
- Assessed and treated life threatening arrhythmias.
- Obtained and interpreted 12 lead EKGs.

El Camino Hospital, Mountain View, CA

1988 - 1993

Medical/Oncology Nurse

- Provided nursing care within Medical, Oncology and Infectious Disease units.
- Assisted surgeons with central line and chest tube insertions and bone marrow aspirations.
- Proficient in all central line, infusion, tracheotomy, wound and stoma care.
- Trained in TPN and Chemotherapy infusion.
- Educated patient and their families in home treatment methods of care.

EDUCATION

University of Kentucky, Lexington, KY

May 1988

Bachelor of Science Degree in Nursing

University of Phoenix, Phoenix, AZ

Masters of Science Degree in Nursing (in progress)

LICENSES

Registered Nurse - Arizona

CERTIFICATIONS AND ADDITIONAL TRAINING

CEN | BLS/ACLS | PALS | TNCC |

Chemotherapy Infusion | PICC Insertion | Mediport Access | Groshong Care | Arterial Blood Gas Draws