

# FLORENCE NIGHTINGALE

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**JOB TARGET** Long-term association with a medical facility that will benefit from academic preparation, nursing experience and a driving work ethic.

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## SKILLS

- Registered nurse highly skilled in all aspects surgical circulation, scrub and instrumentation including perioperative, ambulatory, medical/surgical and orthopedic surgery.
- Comprehensive knowledge of therapeutic interventions and collaborative treatment processes.
- Capable in hospital environment, currently have completed over 4,000 hours of comprehensive RN experience.
- Strong ability to effectively manage multiple complex tasks simultaneously and coordinate time effectively.
- Proven ability to communicate efficiently in order to obtain optimal patient outcomes, in addition to swift critical thinking during emergency situations.

## EDUCATION & CERTIFICATIONS

**Mercy College of Health Sciences, Chicago, IL**

**Bachelor of Science Degree, Nursing, GPA 3.4, 2004**

Outstanding Student Award – attained for demonstration of excellence in academic and professional skills

**Associate of Science Degree, Nursing, 2002**

**Representative Coursework:** BSN Professional Role I & II, Information Resources in Health Organizations, Community Health Nursing, Issues and Trends in Nursing, Health Assessment, Introduction to Research

**Basic Life Support Certificate & Advanced Cardiac Life Support Certificate**

“Perioperative Management of Total Joint and Trauma Patients” conference in Montvale, NJ 2003

## PROFESSIONAL EXPERIENCE

### **Surgical Staff Nurse**

5/02 - present

Mercy Medical Center, Chicago, IL

Level II trauma center with 917 beds and 16 operating room suites. Specialized as orthopedic surgical nurse.

Accountable for circulation and scrubbing for orthopedic team, including acting as advocate for patients under anesthesia and ensuring principles of aseptic techniques are adhered to. Performed as preceptor for new staff with responsibility for orientation to preferred routine and procedural style of surgeons. Demonstrated excellent abilities for assessment, critical thinking, delegation to assistants and multi-tasking.

### **Administrative Assistant**

8/00 - 8/02

Mercy College of Health Sciences, Chicago, IL

Assisted Chief Business Officer in administrative tasks. Performed filing of financial records. Conducted data entry in Excel and Outlook. Coordinated mass mailings, including preparing documents for mailing and organizing according to postal regulations. Assisted students with email program, including providing instructions and technical troubleshooting.

### **Telemetry Certified Nursing Assistant**

8/01 - 5/02

Methodist Medical Center, Des Moines, IA

Level II trauma center with 373 beds and 4,000 employees. Served in telemetry unit with 25 beds. Assisted nurses with all aspects of care for post-open heart surgery and cardiac arrest patients. Assisted patients with daily living activities, feedings and range of motion and ambulation. Collected lab specimens. Obtained/recorded vital signs.

### **Certified Nursing Assistant**

5/01 - 12/01

Metropolitan Medical Center, Chicago, IL

Served on hospital float team at this small, private facility. Developed experience in cardiac, medical/surgical and orthopedic and CVA rehabilitation. Assisted nurses with comprehensive aspects of patient care, including coordinating administration of food and medication. Ensured patient maintenance of range of motion and assisted with ambulation. Attained and recorded vital signs. Reported abnormal findings to charge nurse.

## ACCOLADES FROM TEAM LEADER

“Responsive, courteous, respectful, cooperative, and professional...consistently demonstrates a caring attitude and concern...self-motivated and uses her time constructively...willingly accepts challenges and shows professionalism in her communication...expertise in the difficult/complicated cases...good working relationship with staff as well as physicians and is a positive influence on the Ortho team.”

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