**RESUME**

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From

Mrs:Elby Eldo

Kidangoor p.o

Angamaly via

Ernakulam, Kerala

Pin :683572

Ph : 7559053800

To,

Sub :- application for the post of staff nurse

Respected Sir/Madam,

I came to understand that there in a vacancy for the post of staff nurse in your esteemed organization and I wish to apply myself as a candidate for the same. I am furnishing here under my curriculum vitae for your kind consideration and favorable action

I have completed my basic BSC nursing in **December 2012**. I worked as a staff nurse in Deenanath Mangeshkar hospital and research center, Erandawane, Pune, in the department of Bone Marrow Transplant and chemotherapy till 23rd of October 2016 .In this regard I have to enclose with this letter photo copies of Educational certificates.

If you give me an opportunity I will render my service as best of my knowledge.

I will be ever thankful to you.

Date : Yours Sincerely

Place :

**CURICULAM VITAE**

Name : Mrs. Elby Eldo

Permanent Address : vadakkan(H)

Kidangoor p.o

Angmaly via

Ernakulam,kerala

Pin:683572

Ph :7559053800

Email : elby.alias5@gmail.com

**PROFESSIONAL OBJECTIVE**

Looking for an opportunities in esteemed Organization, Where I can expose my experience and ability in nursing besides improving my skills and learning technologies

**PERSONAL DATA**

Name : Elby Eldo

Father’s Name : Mr. P.K Alias

Age : 29yrs

Sex : Female

Date of Birth : 04 / 04 / 1989

Marital Status : married

Religion : Christian

Occupation : Staff Nurse

Language Known : English, Hindi, Malayalam, Tamil, Telugu

**EDUCATIONAL QUALIFICATION**

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| --- | --- | --- | --- |
| **COURSE** | **NAME OF INSTITUTION** | **YEAR OF PASSING** | **PERCENTAGE** |
| SSLC | HOLY FAMILY GIRLS  HIGH SCHOOL | MARCH 2006 | 81% |
| HSE | M.G.M.H.S.S | MARCH 2008 | 75% |
|  |  |  |  |

**PROFESSIONAL QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| **Achievements** | **Board/University** | **Year of Passing** | **Percentage** |
| Basic BSC Nursing | Dr. NTRUHS  Andhra Pradesh | December 2012 | 1styr – 67.7%  2ndyr – 74.85%  3rdyr – 78.5%  4thyr – 74.3% |

**HOBBIES** :Reading, Listening music, and Drawing

**REGISTRATION**  : Registration of nursing certificate

Registration No : 08/70009

Date of issue : 07 / 03 / 2013

**PASSPORT DETAILS** : Passport No : S2040609

Place of issue : COCHIN

Date of issue : 09/05/2018

Date of Expiry : 08/05/2028

**OTHERS** :Basic computer knowledge

**PROFESSIONAL EXPERIENCE**

Name of institution : Latha Mangeshkar Medical Foundation

Deenanath Mangeshkar Hospital and Research Centre

Erandawane, pune – 411004

Bed strength : 705

Position head : Staff Nurse

Period : 13 / 04 / 2013 to full Date

Department : Medical Surgical and Oncology, Bone Marrow Transplant unit.

**STAFF NURSE**

* Responsible for patient care in a highly technical and complex hospital environment.
* Pre and post-operative preparation for surgeries.
* Receiving patients from operation theatre.
* Take care of patient’s endotracheal tube, nasal and oral suctioning.
* Monitor control venous pressure (CVP)Glascocoma scale, ABG, vital sign water seal drainage etc.
* Perform ABG specimen collection and taking ECG.
* Remove sutures, CVP line, arterial line and urinary catheter.
* Perform Ryle’s tube insertion, nasogastric feeding, wound dressing, back care, month care, care of eyes and ears , bathing, clothing, position changing, Bladder wash, enema etc.
* Administer IV fluids, and meditation including antibiotics, TPN and narcotics and chemotherapy medicines, care tally monitor for side efforts and adverse reaction.
* Perform resuscitation (CPR) procedure, infection control and management of acute emergencies.
* Administer Oxygen, steam inhalation and Nebulization.
* Assisting with PICC line insertion and CVP line insertion.
* Apply expertise in data analysis by monitoring laboratory research and follow up lab data, blood work, and urine analysis and perform sterile procedure including surgical dressing changes.
* Perform clinical skills in accordance with hospital policies and standard of practices.
* Employ sharp analytical and problem solving skills in assessing patients for skin integrity, lung sounds bowel sounds and wound and perform dressing changes.
* Merge empathy and strong interpersonal skill to delivered emotional support to relatives and patients.
* Decisively and confidently make judgment on patient condition and call doctors based on decision.
* Attend CNE(Continues Nurses Education)program and other in service programs as scheduled.
* Preparation and administration of high dose chemotherapy drugs.
* Maintain up to date and confidential filling system for patient’s charts and records, medical and surgical files, insurance details.
* Patient care regarding surgical and medical condition treatment short and long term maintains.
* Liaison with physicians and medical staff.
* Communicate physician’s order appropriate department.
* Interact with applicable departments regarding patients care.
* Educate patients and family members to health care head, condition and option.
* Perform Emergency & trauma care management.

**EQUIPMENTS HANDLED AT WORK**

* Cardiac Monitor (Datex-ohmeda,dragger)
* Laminar flow
* Pulse Oxymeter
* Infusion pumps
* Syringe pumps
* ECG Machine
* Defibrillator
* Noninvasive ventilator(BIPAD Machine)
* Oxygen Cylinder
* Suction Apparatus
* Crash trolley
* CVP trolley
* Intubation trolley
* ABG Machine
* Portable pulse Doppler
* Oxygen Cylinder
* Ambu bag
* Nebulizer
* Spirometer
* Steam inhaler(Nelsons inhaler)
* Oxygen hood
* Suction apparatus
* Glucometer
* Sphygmomanometer
* Thermometer(clinical, Rectal, oral)
* Warmer(Adult, pediatrics)

**ROUTINE FUNCTIONS**

* Bed Making.
* Providing personal hygiene.
* Assessing and recording vital signs.
* Diagnosing actual and potential problem of the patient.
* IV cannulation and IV therapy, IM injection.
* Ryle’s tube insertion and feeding.
* Endotracheal suctioning.
* Cauterization and bladder wash.
* Care of patients with indwelling and suprapubic catheters.
* Chest percussions.
* Care of patients with ICD.
* Monitoring intake and output chart.
* Care of post-operative clients.
* Assisting in dressing with sterile dressing.
* Blood collection by vaccutainer system.
* Providing Psychological support to cancer patients and family.
* Taking part in admission, discharge, transfer and other care needed by patient’s.

**DUTIEX & RESPONSIBILITIES**

* ECG recording & Reputing
* CVP monitoring
* IV cannula insertion
* RT insertion
* Urinary catheter insertion
* Extubating patients.
* Taking & Analyzing ABG samples
* Chemotherapy administration
* Assisting for pleural & ascetic tapping
* Bladder wash , bladder irrigation
* Assisting for bone marrow Aspiration
* Pre & Post-operative care of patient
* Surgical Dressing, suture removing etc..
* Assisting for LP
* Oral airway insertion, CPR etc..
* Assisting for venous section.
* Gastric Gavages & lavages, PEG feeding etc..
* Assisting for Bronchoscopy.

**REFERENCE**

* Mrs. Alamelu Dhamodharan

Principal

Pioneer collage of nursing

Hydrabad

* Director of Nursing

Deenanath Mungeshkar Hospital

Erandawae Pune-411004

Website :- www.dmhospital.org

Email :- [jpmt@vsnl.com](mailto:jpmt@vsnl.com)

* Mrs. Kadam Sulbha

Head nurse in oncology Department

Deenanath Mungeshkar Hospital

Pune-411004

Ph :- 09890962991

**DECLARATION**

I hereby declare that all the above given statement are true, complete and correct to the best of my knowledge and belief.

Place

Date