

CURRICULAM VITEA

PERSONAL DETAILS.

Name - LEENU JOY.
Date of birth. - 16-11-1995
Sex. - Female.
Nationality -Indian
Religion & caste. - Christian - Jacobite
Marital status. - single
Language known. - Malayalam
Health. - Excellent
Phone number - 9072701671
Email ID - leenujoy95@gmail.com

SUMMARY OF QUALIFICATION

- Highly skilled in assessing planning implementing documenting coordinating and managing patient care in keeping with facility and hospital standard.
- In depth knowledge of communicating and collaborating with patients, family members, physicians and other health care professionals in achieving quality in patient care.
- Comprehensive knowledge of providing efficient patient care.
- Out standing interpersonal and communication skills.
- Superior accuracy in patient history.

JOB RESPONSIBILITIES

- Provided care to one patient or a group of patient, co-operate with ward in charge and nursing for providing comprehensive nursing care.

LANGUAGES KNOWN

Language	Read	Write	Speak
English	Excellent	Excellent	Excellent
Hindhi	Excellent	Excellent	Excellent
Malayalam	Excellent	Excellent	Excellent

ACADEMIC QUALIFICATION

Examination passed	Board or University	Year of passing	Percentage
SSLC	Kerala state board of public examination	2011	87%
PLUS TWO	Kerala state board of higher secondary Examination	2013	72%

PROFESSIONAL QUALIFICATIONS

Examination passed	Board or University	Year of passing	Percentage
Degree in B.Sc Nursing	Kerala University of Health and Science (KUHS)	2017	
		First year	63%
		Second year	65%
		Third year	65%
		Fourth year	65%

DUTIES PERFORMED

- Bed making
- Maintenance of personal hygiene
- Giving medication
- Vital signs recording
- CVP monitoring
- Taking ECG
- Attending all emergency situation
- Assisted in Cardio Pulmonary Resuscitation
- Oxygen therapy

- Care of unconscious patients
- Suction (oropharyngeal, Tracheostomy and Endotracheal)
- Tracheostomy care
- Care of Ventilator patients
- Bladder catheterization and irrigation
- Ryles tube feeding
- Blood transfusion
- Assisted for peritoneal dialysis
- Providing chest physiotherapy and Nebulisation
- Assisted in Normal and vacuum delivery
- Care of Wound

ADMINISTRATIVE RESPONSIBILITIES

- Co-ordinating of nursing activities, assigning and delegating duties responsibilities .
- Repair and replacement inventories and recording.
- Maintaining stocks, Central Sterile Supplies, Drugs and Miscellaneous at all time.

EXPERIENCE

One year experience as a trainee nurse in M.O.S.C. Medical College Hospital Kolenchery.

WORKSHOP ATTENDED

Workshop on Reflective practices at Aswini college of Nursing.

SUMMARY

Completed BSc Nursing programme and I am able to manage emergency situation with appropriate nursing care and skilled in emergency department and assisted various major and minor surgical procedure.