

From,

MS. RESHMA AR,

Pulimoottil veedu,

Pinamidukuzhi,

Vlangamuri,

Neyyattinkara,

Trivandrum.

Ph: 9072099133

To,

The Nursing Superintendent / The Managing Director/

Human Resources

Subject: Application for the post of Staff Nurse.

Respected Madam/Sir,

With reference to the above subject, I Ms. Reshma AR to bring to your kind consideration that I have completed **BSc nursing from Viswa Sai College of Nursing, Bangalore on September 2014** and now completed **MSc nursing in Medical surgical nursing, specialized in Cardio Thoracic nursing in September 2018.**

I am hereby submitting my Curriculum Vitae and I wish to work in your esteemed Institution under your guidance and control. I am much interested in this sector. My keenness to learn, ability to work, and adapt to different environments & my experience has provided me with necessary background to function competitively. If I am appointed, I will be ever grateful and assure you that I will discharge my duties to the best of your satisfaction and for the prestige of your Institution.

I hope that the management will consider my Curriculum Vitae and do the needful.

Thanking You, Your's Sincerely,

(RESHMA AR)

CURRICULUM VITAE

PERSONAL PROFILE:

Name : **RESHMA AR**

Age : 26 years

Date of Birth : 19/05/1992

Sex : Female

Nationality : Indian

Mother Tongue : Malayalam

Languages Known: Malayalam,English,Kannada,Telugu,Hindi & Tamil.

Contact No:- 09072099133 (Ker)

E-mail: reshmaar3248@gmail.com

ACADEMIC PROFILE:

QUALIFICATION	NAME OF INSTITUTION	BOARD OR UNIVERSITY	YEAR OF COMPLETION
SSLC	Govt. Higher Secondary School, Neyyattinkara.	Board of Public Examination, Kerala	March 2008
Higher Secondary	MV Higher Secondary school, Arumanoor.	Board of Higher Secondary Examination, Kerala.	March 2010
BSc Nursing	Viswa Sai College of Nursing, Bangalore.	Rajiv Gandhi University and Health Sciences, Bangalore.	September 2014
MSc Nursing	Caritas College of Nursing, Kottayam.	Kerala University of Health Sciences.	September 2018

COMPUTER PROFICIENCY:

- Operating System: Windows XP (95/98) Windows (7/8/10)
- Packages: MS Office, MS Excel, MS Word, MS Power Point, SPSS and Internet

**CONTINUING NURSING EDUCATION CONFERENCES AND
WORKSHOPS ATTENDED:**

LEVEL	TOPIC	DATE	VENUE & ORGANIZED BY
International level	➤ Oncology.	19/01/2018 & 20/01/2018	Back Water ripples Resort, Caritas Hospital.
	➤ Emerging trends in primary prevention of disabilities.	10/12/2011	Spastic society of Karnataka.
National level	➤ ECG interpretation and arrhythmia management.	29/04/2018	Critical care & Rehabilitation Forum & Govt. College of Nursing, Trivandrum.
	➤ Holistic approach in critical care nursing integrating innovation and humanism.	1/05/2018	CCRNF & Govt. College of Nursing, Trivandrum.
	➤ Scholarly writing for research publication in nursing.	21/04/2017	Govt. College of Nursing, Alapuzha.
	➤ Research Methodology & Statistics.	16/01/2017 & 17/01/2017	School of Behavioral Sciences, MG University, Kottayam.
State level	➤ Respiratory Emergencies	22/07/2017	Govt College of Nursing, Kottayam.
	➤ Gastrocon	25/02/2017	Caritas hospital, Kottayam.

	➤ Emergency cardiovascular care updates.	08/06/2017	Caritas College of Nursing.
	➤ Clinical updates on Stroke.	22/05/2017	Govt. College of Nursing, Vandanam.
	➤ Hospital Infection Control.	19/10/2017	Muthoot Hospitals, Kozhenchery.

AREAS OF INTEREST:

- Cathlab
- ICUs (Cardiac, Neuro, Surgical, Trauma)
- OT (Cardiac, Neuro, Gastro etc)
- Emergency Room
- BMTU
- Surgical wards.

WORKING EXPERIENCE

Total years of experience: 1 Year

- Worked in Narayana Hrudayalaya hospital, Bangalore from 04/05/2015 to 07/05/2016 in Surgical ICU and Surgical ward as a staff nurse.
- Trained in Cardiac OT, Cathlab, Cardiac ICU, Emergency Room, Surgical wards as a part of MSc nursing curriculum.
- Still working in Cardiac ICU, Caritas hospital, Kottayam as part of MSc nursing practical.
- Psychiatric training in Spandana hospital, Bangalore, from 17/01/2013 to 31/01/2013.

Type of Diagnosis Seen

Coronary artery disease, Acute coronary syndrome, Sepsis, Bronchopneumonia, Hepatitis, Myocardial Infarction, Febrile Convulsion, Metastasis CA Lung, Nephritic Syndrome, Enteric

Fever, Dengue, Meningitis, ARDS, Hyper and Hypo Glycaemia , Pre & Post-Operative Care, Bronchial Asthma and Diabetic Mellitus, etc.....

Types of Procedures done:

Basic and Advanced Cardiac life Support, Care of patients in Ventilator, Angiogram, Vital Monitoring, O2 Administration, Care of Central and arterial Lines, Assist in invasive procedures like Lumbar Puncture, Paracentesis, etc.... and all types of Nursing Care.

Types of surgery seen & assisted:

Coronary artery bypass grafting, Aortic and mitral valve replacement, Thoracic surgeries, Neuro surgeries, Laparoscopic surgeries, LSCS, Vaginal and Abdominal Hysterectomy etc....

Equipments Handled:

Ventilators, Cardiac Monitors, ECG Machine, Defibrillators, Ambu Bag, Infusion Pump, Glucometer, IABP Machine, Suction Apparatus, Nebulizer, Knee Hammer, Dressing Set, Stethoscope, Tuning Fork, Oxygen Cylinder, Sphygmomanometer, Cannula, Thermometer, etc.....

ROLES & RESPONSIBILITES:

- All the basic nursing procedures like care of patient.
- Emergency management of Cardiac and respiratory arrest.
- Monitoring the vitals like temperature, BP, Pulse & Respiration.
- Care of dying patient.
- Maintenance of department.
- ACLS & BLS.
- Catheterization.
- Ryles tube insertion.
- Observe change in patient's conditions and record section and progression.
- Maintaining personal hygiene.
- Administrating Medication

- Assist Doctor during treatment procedures like intubations, Lumbar puncture, Thoracentesis, Paracentesis, Tracheotomy Tube Changing etc...
- To prevent infection and to follow universal precaution.
- Maintain intake & Output Chart.
- Waste management and safe disposal of waste.
- Maintain the nutritional needs of the patient.
- Assessing the neurological status of the patients using Glasgow coma Scale.
- Providing assistance in physiological & psychological needs of the patient.
- Participate in Continuing nursing education and workshops.
- Take necessary action and report to concern authority

EMERGENCY MANAGEMENT OF THE CRITICALLY ILL PATIENTS INCLUDING:

- Airway Clearance
- Cardio Pulmonary Resuscitation
- Care of the Post-operative patients
- Assisting Doctors for all procedures like Lumbar Puncture, Bone marrow aspiration, Thoracentesis, Inserting CVP Line, Paracentesis, Tracheostomy etc...

WARD MANAGEMENT:

- Keep the ward neat & tidy.
- Maintenance of records and documents.
- Maintain safety of the ward equipment
- Prepare and check ward supplies
- Assist ward incharge in ward management
- Supervise in education programs

PERSONAL SKILLS:

- Excellent Verbal and Written Communication Skills.
- Ability to get easily adapt with others and able to adjust to any of situation.
- Ability to think critically with good problem solving skills.
- High level of responsibilities in any of the task undertaken.

CAREER OBJECTIVE

- To build career in the field where challenges are the part of life and to attain career through progressive training and experience leading to Technical, Management or Administrative services or positions.

FOR REFERENCE:

- ❖ **Mrs Rohini Paul,**
Nursing Superintendent,
Narayana Hrudayalaya hospital,
Bangalore.
- ❖ **Mrs Decrusia,**
Floor manager,
Narayana Hrudayalaya,
Bangalore
- ❖ **Prof Mrs Twinkle Mathew,**
Principal,
Caritas College of Nursing,
Kottayam.
- ❖ **Mrs Smitha Paul,**
rofessor,
Caritas College of nursing,
Kottayam.

DECLARATION:

I do hereby declare that all the above given information is true and correct to the best of my knowledge and belief. I hope you will consider my application and give me a chance to serve in your esteemed organization.

Yours Sincerely,

(RESHMA AR)

Place: Kottayam

Date: