

Ms. Anju Susan Roy

Thiruvathuckal House

Amayannoor P. O

Kottayam

Kerala, 686019

To,

The Administrator,

Subject : Application for the post of staff nurse

Respected Sir/ Madam,

I recently graduated from Institute of Nursing Education, School of Medical Education, Gandhinagar, Kottayam under Mahatma Gandhi University with honors. In addition to my 2 months student nursing practice in Taluk Head Quarters Hospital, Changanassery, 1 month practice in Taluk Hospital, Vaikom, 1 month psychiatric nursing practice in Mental Health Centre, Oolanpara, Thiruvananthapuram, 4 months paediatric nursing practice in ICH, Kottayam and Medical Nursing, Surgical Nursing, Psychiatric Nursing, Obstetrics & Gynaecological Nursing and Nursing Administration in Government Medical College Hospital, Kottayam. I have been lucky enough to have exceptional registered nurse mentors who have prepared me clinically and professionally for my first position as a registered nurse following my graduation.

I look forward to hearing back from you soon to set up an appointment for an interview with you and your staff. I would like to thank you beforehand for considering my resume, and I hope to meet you soon for discussing the position further.

Sincerely,

Anju Susan Roy



Anju Susan Roy

Contact No: +918281239717

Email : anjususanroyasr@gmail.com

OBJECTIVE

To work as a reputed and growth oriented professional where I can enhance my skills and professional experience to the growth of the organization and also want to learn advanced nursing techniques to improve myself.

EDUCATIONAL QUALIFICATION

Degree	Board / University	Year	Percentage
BSc Nursing	MG University	2014 - 2018	71.80
12 th	Board of Higher Secondary Examination	2012 - 2014	89.50
10 th	Kerala State Education Board	2012	93.00

REGISTRATION DATA

KERALA NURSING AND MIDWIVES COUNCIL

REG.NO : KL03201904744

YEAR : 11/06/2019

COMPUTER SKILLS

- **Operating Systems** : Windows, Linux, Ubuntu
- **Office Suites** : Microsoft Office
- **Presentation Software** : Microsoft PowerPoint
- **Spreadsheets** : Microsoft Excel

WORK EXPERIENCE AS STUDENT NURSE

- 2 months student nursing practice in Taluk Head Quarters Hospital, Changanassery.
- 1 month practice in Taluk Hospital, Vaikom.
- 1 month psychiatric nursing practice in Mental Health Centre, Oolanpara, Thiruvananthapuram.
- 4 months paediatric nursing practice in ICH, Kottayam and Medical Nursing, Surgical Nursing, Psychiatric Nursing, Obstetrics & Gynaecological Nursing and Nursing Administration in Government Medical College Hospital, Kottayam.

AREAS OF INTEREST

- Intensive Care Unit
- Coronary Care Unit
- Emergency Department
- Operation Theatre

KEY SKILLS

- Assessing physical, psychological and psychosocial needs of the patient.
- Monitoring vital signs of the patient.
- Administering drugs.
- Performing admission, discharge and transfer of the client.
- Maintaining records and reports.

- Assisting senior doctors in operation.

PERSONAL ATTRIBUTES

- ❖ Hardworking.
- ❖ Positive minded.
- ❖ Responsible and punctual.
- ❖ Loyal towards my work and duties.
- ❖ Willingness to learn and adapt new situation.

PERSONAL DETAILS

Name : Anju Susan Roy

Gender : Female

Date of Birth : 15-04-1997

Nationality : Indian

Religion : Christian, Orthodox

Father's Name : T. J Roy

Marital Status : Single

Languages Known : Malayalam, English, Hindi

Permanent Address : Thiruvathuckal House
Amayannoor P. O
Kottayam
Kerala, 686019

REFERENCES

1. Prof. Celine Thomas
Principal
Institute of Nursing Education
SME, Gandhinagar, Kottayam
Mob: +917510738094
2. Dr. Simmy M Varkey
Assistant Professor
Institute of Nursing Education
SME, Gandhinagar, Kottayam
Mob: +919249870646

DECLARATION

I hereby declare that the above information is true and correct to the best of my knowledge.

Date :

Place :

Anju Susan Roy