**CURRICULUM VITAE** 

MARIA MINNU

KUZHUVELIL HOUSE

OCHANTHURUTH PO /COCHIN

682508

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**PERSONAL PROFILE :**

Name : Maria minnu

Father's Name : Mathew K R

Mother’s Name : Elsy o j

Date of Birth : 26.10.1993

Religion : christian

Sex : Female

Nationality : Indian

Marital Status : Single

Languages Known : English, Hindi, Malayalam

Permanent Address : kuzhuvelil house ,ochanthuru po 682508

Passport No : P7313036

Date of issue : 18/02/2017

Date of expiry : 17/02/2027

**CAREER OBJECTIVE**

I would like to be a partof progressive organization. Where I can use my skill and knowledge the best of my ability improving my knowledge with hard work which will help in my future growth as well as of the organization.

**CAREER SUMMARY:**

• Administrative experience includes admissions, assessment, treatments

• Proficient in providing the quality assessment to the doctors

• Excellent in supervising the patients conditions

• Expert in maintaining the health chart of the patients

• Good in communication and other documentation

• Establish contacts with patient’s families, staff and physicians.

**EDUCATIONAL QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| Course | Name of Institution | Board/University | year |
| SSLC | St Teresas convent girls HSS | Board of public Examination, Kerala | 2010 |
| Plus Two | Lobelia higher secondary | Board of Higher secondary Examination, Kerala | 2012 |

**PROFESSIONAL QUALIFICATION**

|  |  |  |  |
| --- | --- | --- | --- |
| QUALIFICATION | INSTITUTION | UNIVERSITY/BOARD | YEAR OF PASSING |
| B.Sc.Nursing | Lourdes collage of nursing | Kerala university | 2016 |

**WORKING EXPERIENCE**

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* ORGANIZATION Moolchandmedcity hospital in Lajpatnagar
* Designation Staff nurse
* EXPERIENCE Worked in Wards for 01 years 04 months and in PICU for 9 months

**DESCRIPTION OF THE HOSPITAL**

Moolchand medicity, Lajpat Nagar,New Delhi ,is a 350 bedded multi specialty hospital which is equipped with all modern equipment of word class standard. The hospital iso 9001 certified and has acquired NABH Accreditation and J.C.I also in the year of 2009.

**NURSING RESPONSIBILITIES:**

• General Assessment of the patient

• Planning and implementing nursing care

• Monitoring vital signs and maintaining invasive arterial line

• Collection of specimen for investigation

• Administration of Drugs

• Urinary catheterization ad bladder irrigation

• IV cannulation and blood transfusion

• Use of IV Syringe pump and IV infusion pump

• Care of bed sore and aseptic dressing

• Nasogastric tube insertion, feeding and stomach wash

• Care of the post operative drains

• Use of glucometer, insulin administration and monitoring

• Nebulization

• Setting of emergency tray

• Oxygen administration

• Wound care and dressing

• Melting the hygienic and emotional needs of he patient

• Care of the clients traction

• Health education of record keeping

• ECG

• Physical examination

**PROFICIENCY IN THE USE OF EQUIPMENTS**

* Blood pressure monitor
* Glucometer
* AMBU Bag
* Nebulizer
* Thermometer
* Pulse Oxymeter
* Cardiac Monitor
* Syringe Infusion Pump
* Vaccum Suction Apparatus
* ECG Machine
* Nelson's Inhaler
* Laryngoscope
* Oxygen Cylinder.
* High and low suction
* ventilator
* Defebrilator
* Suction apparatus
* Arterial blood gas machine
* Alpha bed and Nimbus bed
* DVT pump

**Computer Knowledge:**

• G-Operator (Windows, MS Office, Internet, E-mail)

• G-Designer (PageMaker, CorelDraw, Photoshop & Malayalam)

**Personal Strengths:**

• Hardworking and well organized

• Enthusiastic and fast learner

• Effective team player with strong communication skills

• Team Work

• Gentile and compassionate

• Ambitions and Visionary

**Achievements:**

• Got appreciate from many doctors for good work

• Patient care upto 15 patients per section

• Manage the record of patents effectively

• Got appreciation from patient for excellent service

• Participated in various cultural activities

• Participated in various sports

• Participated in Camps

**DECLARATION:**

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

**Place :New Delhi**

**Date :15//12/2018 MARIA MINNU**