**BIODATA**

**LAKSHMI JAYAN**

Machampilly (H)

Elavoor P O , Elavoor

Angamaly,pin:683572

Ernakulam( district)

Kerala

Phone:6282585804

Email: suryalakshmilachu@gmail.com

**CAREER OBJECTIVE:**

* Looking for a long-term association with career oriented organization where team work, honest and hardwork are acknowledged and conclusive work culture provided.

**PERSONAL PROFILE**:

Name : Lakshmi Jayan

Age : 23

Sex : FEMALE

Date of birth : 20/11/1998

Father’s name : Jayan M.K.

Mother’s name : Sujatha M.K.

Religion : Hindu

District : Ernakulam

Nationality : Indian

Marital status : Unmarried

Contact number : +916282585804

Hobbies : Listening music, craft making (terracotta and paper jewellery), clay

 Modeling ,Newspaper reading journals and magazines

Languages known :Malayalam,English,Hindi,Urdu

**EDUCATUIONAL QUALIFICATIONS**:

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **EXAM PASSED** | **INSTITUTION/UNIVERSITY** | **YEAR** | **BOARD** | **MARK AWARDED** |
| BSc Nursing | St. James college of Nursing, Chalakudy,Thrissur dist | 2016-2021 | KERALA UNIVERSITY OF HEALTH AND SCIENCES | 1st year-60%2nd year-64.38%3rd year-65.76%4th year-59.42% |
| HIGHER SECONDARY | Union Higher Secondary School ,Mambra,Thrissur dist  | 2014-2016 | State Board of Kerala | 71.5% |
| SSLC | Union Higher Secondary School ,Mambra,Thrissur dist | 2013-2014 | Board of KSE, Kerala | 83% |

**ADDITIONAL CERTIFICATION**:

|  |  |
| --- | --- |
| **COURSE** | **DATE** |
| NEW BORN SEPSIS | 09/12/2020 |
| EMERGENCY OBSTETRICS AND NEW BORN CARE | 08/12/2020 |
| CASE MANAGEMENT OF CHILDHOOD ILLNESS | 06/12/2020 |
| IMMUNIZATION ESSENTIALS | 05/12/2020 |
| ANTENATAL CARE | 04/12/2020 |
| COVID-19 CHALLENGES IN NURSING PRACTICE | 19/09/2020 |

**COMPUTER SKILLS:**

* Internet and Email
* Microsoft office word
* Microsoft office excel
* Microsoft office spreadsheet
* Microsoft office power point

**LANGUAGES KNOWN:**

* Speak-Malayalam,English,Hindhi,Urdu,Tamil
* Read- Malayalam,English,Hindhi,Urdu
* Write- Malayalam,English ,Hindhi,Urdu

**STRENGTHS:**

* Self confident,self-disciplined and delligent person.
* Human relation attitude,honesty, positive thinking with optimistic and straight forward
* Leadership,foresight skill
* Digital nature and practical approach towards problem

**AREAS OF EXPERIENCES**:

* Excellent in communication skills
* Good presentation skills
* Good leadership skills
* Determined, Dedicated, Disciplined
* Confident in quality of work

**NATURE OF DUTIES:**

* Admission and discharge procedures
* Taking and giving charge
* Patient care plans
* Patient education and health education
* Accident ant trauma care
* Emergency care
* Isolation precautions and take care of pandemic situations
* Wound and skin care
* Administration of drugs, IV cannulations, infusions and blood and blood product administrations
* Invasive procedures like insertion of Foley’s catheter, Ryle’s tube etc..
* Step up and take care of CVP line, infusion pumps, care of central lines
* Assistance for intubation
* Care of patients during emergency procedures like intubation ,CPR etc
* Death care(PACKING),vital signs checking and recording, RT feeding etc.
* Antenatal and postnatal examinations, assistance in normal delivery, emergency and immediate newborn care
* Community health nursing-home visit, family care plan, National immunization programme (2019), field visit etc.

**DECLARATION**

In the view of the above ,I request you to be kind enough to give an opportunity to serve your esteemed organization for which act of kindness, I shall be very grateful to you.

I here by declare that all the information furnished above is true to the best of my knowledge.

Place : Ankamaly

Date: (LAKSHMI JAYAN)