CURRICULUM VITAE

**MS ANNIE BIJU**

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# CAREER OBJECTIVES

To secure a position as a Registered Nurse in a dynamic and challenging acute care setting where I can continue to develop my skills in patient advocacy and collaborative practice.

# PROFESSIONAL EXPERIENCE

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| **DESIGNATION** | **HOSPITAL/INSTITUTE** | **DURATION** | **DEPARTMENT** |
| Registered Nurse | Ruby Hall Clinic, Pune, Maharastra, India411057 | 25/07/2019 to 06/08/2022 | OT |

**ACADAMIC QUALIFICATION**

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| **EDUCATION** | **NAME OF THE INSTITUTION** | **UNIVERSITY/BOARD** | **PASSING YEAR** | **PERCENTAGE** |
| B.ScNursing | Owaisi College ofNursing | Dr N T R Universityof Health Science | 2014-2018 | 75% |
| H.S.C | S C H S S RannyKerala | Kerala State Board | 2012-2014 | 85% |
| S.S.C | S C H S S RannyKerala | Kerala State Board | 2011-2012 | 74% |

**REGISTRATON DETAILS**

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| **QUALIFICATION** | **INSTITUTION** | **REGISTRATION****NUMBER** | **VALIDITY DATE** |
| ProfessionalRegistration | Telangana StateNursing Council | 21351 | 21/06/2024 |
| ProfessionalRegistration | MaharastraNursing Council | XVII-32367 | 14/03/2022 |

**BASIC NURSING PROCEDURE PERFORMED**

\*Maintained asepsis ,proper hand hygiene and other infection control techniques while taking care of patients.

\*Able to perform drug calculation and IVF administration.

\*Insertion of peripheral lines,Ryle’s tube ,Foley’s Catheter.

\*Administration of blood and blood products.

\*Preparing patients for investigations like MRI, CT Scan, X-ray.

\*12 lead ECG application, incentive spirometry.

\*Preparing patitients for OT.

# JOB RESPONSIBILITIES

# A. As Scrub Nurse

Before surgery

* Disinfection of the OT trolleys, table, equipments.
* Arrangement of instruments and linen for the surgery planned.
* Gowning and gloving.
* Draping and preparation of instrument trolley for the scheduled case.
* Collecting suture materials, needles, surgical blades, mops, gauze and sponges for the case.
* Ensure safety of equipment to be used.
* Ensuring safe positioning of the patient
* Assist for preparation of patient for surgery.

During the surgery

* Assist surgeon during the surgery.
* Hand over instruments/equipment as needed by the surgeon without delay/confusion.
* Keep an accurate count of instruments, sutures, swabs during the surgery and ensure

they are charted properly on the white board.

* Anticipate the needs of the surgeon and act accordingly.

After the surgery

* Ensure that instruments, swabs and mop counts are correct.
* Collect dressing from the circulatory nurse.
* Remove Instruments from the trolley.
* Dispose all wastes as per hospital protocol.
* Ensure the comfort and privacy of the patient.
* Assist to transfer the patient to the CCU/Recovery unit.
* Send the instruments used for the surgery for washing and sterilization

# B. As Circulating Nurse

Before the surgery

* Receive the patient from the admitting unit and check for patient identity.
* Ensure the readiness of the OT.
* Check all the equipments are in working order.
* Check for the temperature and humidity control settings.
* Ensure availability of required consumables and dressing materials for the surgery.
* Assist the scrub nurse for the preparation of OT for the scheduled surgery
* Assist the surgical team for gowning and gloving
* Assist with instrument/sponge counts and record keeping.

During the surgery

* Connect the diathermy and suction to the machine.
* Record the swabs, sponges, sharps and fine instruments on the white board.
* Anticipate and provide the requirements of the team during surgery .
* Check for the temperature and humidity control settings.
* Ensure maintenance of traffic control and asepsis in the OT during surgery.
* Assist with tallying of swabs, sponges, sharps and fine Instruments before the closure of the cavity.
* Assist for the wound dressing .

After the surgery

* Assist with the transfer of patient from the table to bed.
* Hand over the patient to the recovery nurse.
* Ensure that the OT is cleaned and prepared for the next case.
* Send specimens to the LAB after entering in the HIS and Specimen.
* Complete entries in the HIS.

# C. As Recovery Nurse

.Overall Responsibility

* Prepare the recovery bed to receive the post operative patient.
* Check the OT list to know the details of the surgery posted.
* Complete the documentation and assessment of the patient as the nursing protocols.
* Check the record of the patient for any changes or any specific orders.

After the surgery

* Receive the patient from the circulating nurse.
* Monitor the post operative patients.
* Inform the anesthetist about the patient status.
* Shift the patient to the admitting unit after receiving the transfer order from the anesthetist.
* Handover the patient with all the relevant documents to the admitting unit Nurse.

**EQUIPMENT HANDLED**

\*Infusion Pump

\*Thermometer.

\*Cardiac Monitor.

\*Defibrilator.

\*Pulse oxymeter.

\*Glucometer.

\*Suction Apparatus.

\*Laryngoscope.

\*Syring Pump.

\*Nebulizer.

\*Sphygmomanometer.

\*Torniquet.

\*ECG Machine.

\*Oxygen Cylinder.

\*AMBU bag.

\*Stasis Monitor.

# JOB EXPERIENCE

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| **ENT SURGERY:** | **\***Septoplasty.\*Functional Endoscopic Sinus Surgery(FESS).\*Turbinoplasty.**\***Myringotomy.\*Rhinoplasty.\*Tympanoplast**y.****\***Tracheostomy. |
| **ORTHOPEADIC SURGERY:** | \*CRIF / ORIF .\*Implant Removal.\*K-Wiring.\*Incision And Drainage.\*ACL\*CRIF with Nailing of tibia |
| **GENERAL SURGERY:** | \* Appendectomy.\* Cholecystectomy.\*Sphecterotomy.\*Heamorrhoidectomy.\*Circumcision.\*Breast Lump Excision.\*Hernia Repair. |
| **GYNEACOLOGY SURGERY:** | \*Lower Segmented Cesarian Section(LSCS).\*Hysterectomy.\*Dilatation And Evacuation(D&E).\*Dilatation And Cuttarage(D&C).\*Laproscopic Hysteroscopy. |
| **UROLOGY SURGERY:** | \*Percutaneous Nephrolithotomy(PCNL).\*Uretroscopic Lithotripsy(URSL).\*Cystoscopic D J Stenting /Removal\*RGP |
| **NEUROLOGY SURGERY:** | \*Craniotomy.\*Cranioplaty |

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| **LAPROSCOPIC SURGERY:** | \*Lap. Hernia.\*Lap. Hysterotomy.\* Lap. Appendectomy.\*Lap . Cholecystectomy |

**PERSONAL QUALITIES**

* Excellent communication skills.
* Leadership quality.
* Hardwork and Punctual.
* Optimistic.
* Ambitious.
* Energetic.

# GENERIC SKILLS

* Confident with Microsoft

Word Excel Surfing Internet.

* Keep the soft copy data’s of procedures on the Computers.

# PERSONAL DETAILS

NAME : ANNIE BIJU

FATHER’S NAME : BIJU A J

DATE OF BIRTH : 22/11/1996

SEX : FEMALE

MARRITAL STATUS : UN-MARRIED NATIONALITY : INDIAN

RELIGION : CHRISTIAN

PERMANENT ADDRESS : ATTUKUZHITHADATHIL(H),

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# PASSPORT DETAILS

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TELUGU.

# REFERENCE

1. Mrs Vincy Varghese Head of Department Ruby Hall Clinic Pune,Maharastra.

02066999960

1. Mr Sijin P Skaria Unit In Charge Ruby Hall Clinic Pune,Maharastra.

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

PLACE : Pune DATE :

ANNIE BIJU