

# RESUME



Mrs SHALU MARIA SHAJI

Valiyamannil (H)

Karikulam P O

Ranni

Pathanamthitta

Kerala,689673

Mob: +91 6235174693  
+91 9995682632

## PERSONAL DETAILS

Sex : Female  
Date of Birth : 29/08/1996  
Nationality : Indian  
Religion : Christian  
Marital status : Married  
Languages Known : English, Kannada. Hindi and Malayalam

## QUALIFICATIONS OBTAINED

Whole curriculum was taught and assessed in English

Course	University/Board	Institution	Year
B.Sc. Nursing	Rajiv Gandhi University	Athena College of Nursing Falnir Road, Mangalore	2020
Higher Secondary	CBSE	St Mary' s Senior Secondary School,Ranni	2015
SSLC	CBSE	St Mary' s Senior Secondary School,Ranni	2013

## DUTIES AND RESPONSIBILITIES OF STAFF NURSE

Provide Routine Care For All Patients Admitted In ICU

Make Intake and Output chart after monitoring the fluid and electrolyte balance.

Monitoring vital signs and report any deviation forms normal to the concerned team leader.

Carry out various procedures like tracheotomy, intubation etc.

Administer medications and treatments to the patient as prescribed by the physician.

Conduct nursing interventions like wound drainage, cauterization and medication administration to delegated patient within the scope of practice.

Specimen collection sends to the laboratory for the test record the results accurately.

Must follow universal aseptic techniques

Adhere to the hospital polices to prevent infection and to ensure standard healthcare to the patients.

Based on disease condition, communicate with the patient and family and give health education.

Work as an effective member of the team to provide quality and safe patient care.

Practice and participate quality improvement professional on service programmes.

Stock Taking of consumables/inventory for fitness of use

Check and verify the equipments / inventory for fitness of use

Preparation of swabs (IV line and injections) for use in ward

Sending the equipment on – call to casualty / ward with proper documentation due slip.

Obtaining /verifying consent

Maintain ward hygiene by control on the house keeping

Supervising and delegating tasks to house keeping

Disposal of biomedical waste as per regulations

Inter – officer communication (ward/OT/casualty)

Inform consultants about – consultations, reference , and investigations reports

Control visitors/by – standers by coordinating with security.

Preparing breakdown reports and following up on on rectifications

Intimating a handing over and charge register.

Participating Continuing Medical education

Providing nursing care based on nursing care plans formulated after a nursing assessment and a nursing diagnosis carried out by health care team.

Render care based on nursing diagnosis and evaluate the care team

Endorses patients properly to incoming and evaluate the care given

Endorses patients properly to incoming charge nurse at the end of the shift

Reports incidents such as complaints , clinical injurt and drug administration error as detailed in the hospital’ s policies , protocol and guidelines.

Frequently monitor the condition of the Patient , if any problems occur, report to the duty doctor , follow his order and record.

Maintain confidentiality of the patients records

Following procedures to minimize the risk of spreading infection.

Perform wound dressing under aseptic technique.

Prepares and administrate medication according to doctor's order and hospital's drug medication and administration polices.

Insert foley's catheter and administers feeding through nasogastric tube and gastrostomy tube.

Carry out legal orders related to patient care.

Give health education regarding nutritional intake of the patient .

## **EXPERIENCE.**

1 YEAR 2 MONTH EXPERIENCE IN MAX SUPER SPECIALITY  
HOSPITAL SAKET, NEW DELHI

## **DECLARATION**

I hereby declare that this resume is true and correct.

Date : 20/01/2024

SHALU MARIA SHAJI

Place: Ranni