

# FIRST & LAST NAME

phone number | email

## **SUMMARY**

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Current BSN student looking to gain relevant experience in nursing and healthcare to serve in the future as a successful RN. Interested in and passionate in working in with the Pediatric OR team at Riley Hospital for Children.

## **EDUCATION & CERTIFICATIONS**

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<b>Bachelor of Science in Nursing</b> , <i>Marian University</i> , Indianapolis, IN	<b>December 2021</b>
<b>Associates in General Arts</b> , <i>Ball State University</i> , Muncie, IN	<b>May 2017</b>
<b>CPR Certification</b> by the American Heart Association	<b>December 2021</b>
<b>First Aid Certification</b> by the Emergency Care & Safety Institute	<b>May 2022</b>

## **RELEVANT EXPERIENCE**

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**Patient Care Assistant | Riley Hospital for Children** **March 2020 – Present**

- Perform vital signs on all assigned patients
- Provide exceptional care to patients and their families
- Sitting with patients who need special care (suicide precautions, external shunts, etc.)
- Document all duties and activities in a timely and organized manner

**Caretaker/Mother of Child with Spina Bifida** **November 2013 – Present**

- Oversee health and safety of young son with special needs
- Manage all medical care including catheterization, administration of medications through G-tube while continually monitoring overall health and well-being
- Communicate with several companies and healthcare providers to ensure child's health is prioritized and addressed in a neat and orderly fashion
- Maintain all healthcare files in an organized manner including the creation of backup files

**Graduate Admissions Assistant | Marian University** **August 2019 – May 2020**

- Wrote two blogs for the University on nursing shortages and nursing school survival
- Performed data entry for marketing and recruitment
- Received and filed transcripts along with other application materials

**Assistant Teacher | Applecitter's Childcare** **September 2012 – June 2013**

- Worked in a classroom of children ages one to five
- Assisted the teacher with crafts and daily routines while also providing additional assistance for toilet training or diaper changes

## **LEADERSHIP EXPERIENCE**

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**National Society of Leadership and Success, Marian University** **Fall 2017 – Present**

- Nominated by university to join organization focused on leadership
- Completed membership steps including attending orientation, leadership training day, success networking team meetings
- Attend speaker broadcasts featuring leading figures delivering success-related messages to members

## **SKILLS AND ABILITIES**

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Organization | Communication | Leadership | Compassion | Critical Thinking | Home Health | Data Entry | Patient Care | CPR Certification