# **CURRICULAM VITAE anju**

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## **CAREER OBJECTIVE**

Professional with health care management skills,planning,organizational and interpersonal skills possessing 8 years of good experience in the health industry in India and UAE.

Seeking a challenging and responsible position in a professional managed organization in the health administrative department where I can utilize my skills and contribute effectively to the success of organization and further improve my skills.

### **EDUCATIONAL QUALIFICATION**

Academic : Passed SSLC in 1998-1999 from S.C.S, Higher Secondary

School, Thiruvalla, Kerala. Board of Sec. Education.

: Passed Pre-Degree in 1999- 2001 from Assumption

College, Changanacherry, M G University

Professional : B.Sc. Nursing degree passed in 2002-2006 from Owaisi

College of Nursing, Under NTR University of Health and                                                   Science, Andhra Pradesh.

Rgistrations : AP Nursing Council

Kerala Nursing Council

DHA RN Licence. **BLS And ACLS : American Heart Association**

**WORK EXPERIENCE**

### **Belhoul Speciality** **Hospital(JCIA Accredited)Dubai.**

### From 13.02.2010 to 12.02.2015 worked as RN in Endoscopy Gastroenterology Department and RN in Medical and Surgical ICU.

### **St.Thomas College Of Nursing ,Changanacherry.**

From 15.01.2009 to 27.08.2009 worked as Clinical Instructor cum Asst.Lecturer in Medical And Surgical department.

**Owaisi Hospital and Research Centre,Hyderabad.**

From 01.02.2007 to 12.10.2008 worked as a staff nurse in MICU.

**PATIENT AND WARD RESPONSIBILITES**

Maintenance of good nurse patient relationship,care of patient in emergency conditions and patient on ventilator.Clinical assessment of the patient and maintenance of physical,social,psychological,spiritual,rehabilitative needs of the patient.Maintaing records and reports.Performed all the medical and surgical procedures.Assisted for specialized procedures like intubation and extubation,central line insertion,lumbar puncture,endoscopies and all other ICU procdures.Maintainig and handled the critical care unit equipments,emergency drugs and suppliers as per standing orders.Supervision and orientation for new staffs and trainees.

**SKILLS**

* Outstanding communication skills
* Client relationship and management skills
* Good leadership skill and worked as a teamleader in ICU department
* Basic computing skills
* Intrested in problem solving and organizational skills

**OTHER RESPONSIBILITIES AND WARD MANAGEMENT**

* Health care advice
* To identify client needs and expectations.
* Build a good relationship with the clients
* Provided training to the juniors and oriented them with hospital rules and regulations
* Co-ordinated with the suppliers and doctors and ensured that a good relationship is maintained.
* Developed reports and documents for the ICU budgeting
* Barrier nursing
* Maintaining the reports & records of the patients up to date
* Transportation of critically ill patients
* Scrubbing and hand washing and isolation precautions

## **PERSONAL DETAILS**

Date of Birth : 28-03-1984

Place of Birth : Kerala

Gender : Female

Marital Status : Married

Nationality : Indian

Religion : Christian

Caste : Roman Catholic

Blood Group : A negative

Mother Tongue : Malayalam

Linguistic Ability : English, Hindi, Malayalam & Telugu.

**DECLARATION**

I hereby declare that all the above-mentioned information’s are true and correct to the best of my knowledge and belief.