



## REEM MUSAAD NAJI

### Personal Data:

**Name:** Reem Musaad Naji

**Sex :** Female

**Date of birth :** 28.07.1985

**Nationality :** Yemeni

**Marital status :** Married

**Permanent address :** Ajman , UAE

**Mobile number :** 050 -2717343

**E-Mail :** [rosy.girl85@yahoo.com](mailto:rosy.girl85@yahoo.com)

### Passport details :

Number :	Issued date :	Expiry date :	Issued from :
08440371	20/01/2019	20/01/2025	Dubai

### Visa details :

Number :	Issued date :	Expiry date :	Issued from :
	01/04/2019	31/03/2021	Ajman

### Career objectives:

Looking for a challenging position with opportunities for career growth where my qualification, educational and work experience can be applied and developed in turn to improve the performance of the Organization.

### Profile:

Flexible, patient, energetic, active, creative , self-motivated, punctual, dependable, loyal, diligent, strong work ethic, organized and strong customer / employee relation skills.

### Nursing registration (MOH License):

Country :	Registration No. :	Issued date :	Expiry date :
UAE	RN008698	01/10/2018	01/10/2022

**Academic and Professional Education:**

- 2015 – 2017 Bachelor Of Science In Nursing**  
Astana medical university
- 2003 – 2006 Diploma Of Science In Nursing , Institute Of Nursing (ION) ,**  
Ras Al Khaimah , UAE.
- 2001– 2003 GCSE: General Certificate of Secondary Education, Science section, Zubaidah**  
Secondary School, Ras Al Khaimah , UAE.

**Professional Experience (from the most recent):**

Experience	Facility	From	To
ICU – CCU – CATH LAB Head Nurse	Saudi German Hospital – Ajman	3/2019	2/2020
Acting as In patient manager	Saudi German Hospital – Ajman	3/2019	2/2020
Acting as nursing Supervisor	Saudi German Hospital – Ajman	3/2019	2/2020
CCU manager (critical care unit)	Ibrahim Bin Hamad Obaid Allah (IBHOH) Hospital , MOH	3/2016	2/2019
Staff nurse & Shift In- charge Nurse ( CCU )	Ibrahim Bin Hamad Obaid Allah (IBHOH) Hospital	1/1/2012	29/2/2016
Staff nurse and Shift In-charge Nurse ( MALE MEDICAL WARD	Ibrahim Bin Hamad Obaid Allah (IBHOH) Hospital	26/8/2008	31/12/2011
staff nurse	School health	10/2009	07/2010

- **Working in Nursing from:** 26/08/2008 till 2/2020 . (Almost 12 years of experience).

**Awards:**

- Award for the hard work during period of JCI reaccreditation 2018 – From, RAK District, MOH, UAE.
- Award as best Unit manager at the level of Hospital August 2017.
- Award as best Unit manager at the level of Hospital May 2017.
- Awards and certificate of Reporting OVRs for year 2017 from Quality department and nursing office, Ibrahim bin Hamed Obaidullah Hospital, RAK, MOHAP.

- Award as best Unit manager at the level of Hospital December 2016.
- Momentum granted as appreciation for the hard work during period of JCI Accreditation 2015 - From nursing office, RAK District, MOH, UAE.
- Awarded as the best Nurse for the valuable contribution to the quality work for the year 2014.

### General skills:

**Driving License:** Proficiency: Expert Years of Experience: ---14--- years.

**Time Management:** Can plan, organize, prioritize and meet deadlines

**Problem Solving:** Have the ability to use strategic ways to solve problems and Capable of leading others to achieve common goals .

**Teamwork:** An effective team player that completes all assigned tasks.

### Organizational skills:

Handles details, coordinates tasks, punctual, manages projects effectively, Meet deadlines, sets goals, keeps control over budget, plans and arranges Activities multi-tasks.

### Leadership and Management skills:

Capable of leading others to achieve company's or groups common goals Leads groups, teaches/trains/instructs ,Delegates' responsibility, makes decisions, directs others, and implements decisions, Enforces policies, and takes charge.

### Interpersonal skills:

Works well with others, sensitive, supportive, motivates others. Cooperates, delegates effectively. Represents others, Self-confident, and Accepts responsibility.

### Presentation and Communication skills:

Able to give presentations in front of audience , Writes clearly and concisely, speaks effectively, listens attentively, openly expresses Ideas, negotiates/resolves differences, leads group discussions, provides feedback and confidently speaks in public.

### Research and Planning:

Forecasts /predicts, creates ideas, identifies problems, meets goals, Identifies resources, gathers information, solves problems, defines needs, Analyzes Issues, develops strategies, and assesses situations.

### Professional skills

- Diploma in health care management , Cambridge training collage, Britain , 2017
- Health Care Quality Management ( HCQM ) course , Cambridge training collage, Britain , 2017

- Health Care Quality Management ( HCQM ) course , Knowledge and Human development Authority , Dubai , 2017
- ICDL Certificate ( International Computer Driving License ) in both Arabic and English From RAK international center (on 07 august 2011) , Expert .
- Certificate of completing the course in (windows, word, excel, PowerPoint, internet and access) in both Arabic and English from RAK international center (from 20/6/2011 until 21/08/2011) with Excellent grade.
- English (communication skills) certificate from RAK international center (from 6/11/2006 until 16/12/2006) with a very good grade.

#### **Achievements (from most recent one)**

##### **☑ Achievements During The Years Of Service " AT WORK" :**

#### **2019**

- Member of commissioning team in Saudi German Hospital , Ajman , UAE  
From March 2019 till June 2019

#### **2018**

- Act as organizer for world heart day activities in police station –RAK ,  
September 2018
- Act as organizer for world heart day activities in American University –RAK ,  
September 2018
- Certificate of organizing conference (World Sepsis Day: A World Free Of Sepsis) was held on 09/08/2018.
- Certificate of attending one day course (Latest Medical disposable technique for safer practice) was held on 28/06/2018, organized by MOHAP.
- Certificate of attending “The effect of multidisciplinary approach on patient experience”  
Was held on 25/04/2018 Organized by the Clinical Quality and Healthcare Accreditation Department –Hospital Sector-MOHAP
- Certificate of attending ( 9<sup>th</sup> annual Abu Dhabi wound care conference ) was held on 10-11/2/2018 organized by SKMC – Abu Dhabi – HAAD

#### **2017**

- Act as organizer for world heart day activities in the hospital , Manar Mall and Naeem Mall , September 2017
- Act as organizer for ( waste management activity ) in the hospital , 2017
- Certificate of completing program in health care quality management (HCQM).
- Certificate of completing program in health care quality management (HCQM).
- Certificate of attending course (Advanced Cardiac Life Support Provider) was held on 17-18 September 2017 organized by Ministry of health and prevention.

#### **2016**

- Certificate of attending training program on (Evidence Based Nursing Made Easy ) , was held on 17-18 October 2016.
- Certificate of attending the 5<sup>th</sup> Annual meeting of CSI – Emirates Chapter, was held on 14<sup>th</sup> October 2016 .
- Act as organizer and coordinator for one day CME program related to ( ECG interpretation and arrhythmias ) .
- Credentials Verification certificate from DATA FLOW 6/2016
- Certificate of appreciation from Quality Department and administration of Ibrahim Bin Hamad Obaidullah Hospital for Reporting OVR 2016
- Certificate of attending nephrology conference held at Kalba Hospital on 29<sup>th</sup> April 2016 organized by Training and Professional Development Department . Awarded 6 CME credits hours.
- Certificate of attending one day program on ( management of common Respiratory Disorder in ICU ) organized by intensive care unit held at Dibba Hospital and is held on 30<sup>th</sup> of April 2016 . Awarded 6 Credit Hours .
- Certificate of attending one day course on ( Basic ECG Interpretation ) was held at the Training and Development Center – Sharjah . held on 1<sup>st</sup> of March 2016 . Awarded 6 credit Hours .
- Certificate of participation as a delegate in the Cardiology Update organized by RAK MHSU in association with RAK Medical district, MOH and Cardiology Society of India (Emirates Chapter) which held on 5<sup>th</sup> February 2016. CME Credits 6 Hrs.

#### **2015**

- Certificate of attending the 4<sup>th</sup> Annual Meeting of CSI (Cardiological Society of India) – Emirates Chapter held on 30<sup>th</sup> October 2015 at Hotel Taj, Dubai, UAE. Awarded 8 CME credits hours.
- Certificate of appreciation and award in recognition of valuable contributions to JCI (Joint Commission International) Accreditation 6/9/2015 from Ibrahim Bin Hamad Obaidullah Hospital, Nursing office.
- Certificate of appreciation and award in recognition of valuable contributions to JCI (Joint Commission International) Accreditation 6/9/2015 from Ras Al Khaima District , MOH

#### **2014**

- Certificate of attending fire and safety training on 16<sup>th</sup> October 2014
- Certificate of participation as a delegate in the Cardiology Update organized by RAK MHSU in association with RAK Medical district, MOH and Cardiology Society of India (Emirates Chapter) which held on 7<sup>th</sup> February 2014. CME Credits 6 Hrs.

#### **2013**

- Certificate of attending the world kidney day meeting 2013 (new Frontiers in the management of patient with CKD) organized by RAK Medical district, MOH which held on 16<sup>th</sup> March 2013 . CME Credits 6 Hrs.
- Certificate of participation as a delegate in the Cardiology Update organized by RAK MHSU in association with RAK Medical district, MOH and Cardiology Society of India (Emirates Chapter) which held on 8<sup>th</sup> February 2013. CME Credits 6 Hrs.

#### **2012**

- Certificate of attendance the diabetes training programme organized by the National Committee for Diabetes Control from 16/05/2012 to 18/05/2012. Awarded 16 credit hours.
- Certificate of Appreciation and award for participate in the diabetes education workshop (diabetes mellitus type 2, from A to Z) held on 21 March 2012. Rashid Center for Diabetes and Research – Ajman, UAE. Awarded 3 CME credits hours.
- Certificate of attendance the nephrology meeting and world kidney day symposium organized by RAK Medical District with cooperation of EMA-N and RAK MHSU which held on 10th march 2012 . CME Credits 5 Hrs.

#### **2011**

- Certificate of Appreciation and award for contributing and attending in the (World AIDS Day 2011 Celebration) under the theme “ HIV Stigma and Discrimination among health workers” . Granted 4 CME credits hours
- Certificate of attendance the Nursing Conference (new trends in Diabetes) organized by Al Baraha Hospital – Nursing Department which held on 19<sup>th</sup> November 2011. CME Credits 6 Hrs.
- Fire and safety workshop organized by Civil Defense General Command – RAK Which held on 14/04/2011
- Certificate of participation as a delegate in the Cardiology Update organized by RAK MHSU in association with RAK Medical district , MOH Which held on 25<sup>th</sup> February 2011. CME Credits 6 Hrs.

#### **2010**

- Certificate of participation as a delegate in 3<sup>rd</sup> ENDOCRINE and DIABETES update organized by RAK MHSU in association with Al Zahrawi Hospital , AKMG RAK CHAPTER & RAK medical Zone which held on 5<sup>th</sup> march 2010 , awarded 6 CME credits hours .

#### **2009**

- Certificate of attendance (The world no Tobacco day Symposium) organized by RAK Medical District, held on 30<sup>th</sup> May 2009. CME Credits 3 Hrs.
- Certificate of attendance a seminar on wound care principles organized by Hill-Rom's clinical Specialty, Middle East, Africa & India Sub-Continent (Jabel Ali Free Zone Authority) which held on 21<sup>st</sup> May 2009.
- Certificate of participation as a delegate in Infection Control Symposium on 31<sup>st</sup> January 2009 organized by RAK Medical District. Awarded 3.5 CME credits hours.

#### **2008**

- Certificate of attendance the ( Elderly Home Care Conference ) organized by MOH , Sector for Health Policies Affairs , Primary Health care Department 18-19 December 2008, CME Credits 10 Hrs.
- Certificate of participation as a delegate in 2<sup>nd</sup> ENDOCRINE and DIABETES update organized by AKMG - RAK Chapter , RAK MHSU and Al Zahrawi Hospital , RAK on 14<sup>th</sup> November 2008 ( World Diabetes Day ) Awarded 8 CME credits hours.

#### **☑ Other Accomplishment:**

- Act as **super user** in reputed Health Information system in Saudi German Hospital for the dae 2019
- **Member of patient relation committee** in Saudi German Hospital for the date 2019

- Act as **super user** in reputed Health Information system in Ibrahim Bin Hamad Obaidullah Hospital .
- **Member of code blue committee** in Ibrahim Bin Hamad Obaidullah Hospital for the year 2018 till the date.
- **Member of mortality and morbidity committee** in Ibrahim Bin Hamad Obaidullah Hospital for the year 2017 till the date.
- **Member of Nursing Competency Program (NCP) Sub-Committee** in Ibrahim Bin Hamad Obaidullah Hospital for the year 2017.
- **Member of code blue team** in Ibrahim Bin Hamad Obaidullah Hospital for the year of 2016 till date.
- Participate in world heart day 2016 in Al Naeem Mall.
- **Act as Quality link nurse** in Ibrahim Bin Hamad Obaidullah Hospital for the year of 2016 till the date .
- **Member of chart audit committee** in Ibrahim Bin Hamad Obaidullah Hospital for the year of 2016 till date.
- **Certification Of Completion For Basic Life Support (BLS) Course** For Health Care Provider Held On Nov 07-11, 2006. Dubai Ambulance Training Department, UAE.
- **Certificate of Appreciation as a volunteer** at the fifth camp for kids with diabetes in UAE and the Arab World between 26-30 /3/2016
- **Appreciation certificate as a volunteer** to treat cardiac patient , RAK , UAE , date 10/05/2008
- **Certificate of recognition of academic achievement in Diploma** , the academic year 2005/2006
- **Act as Diabetes Link Nurse** in male medical and cardiology ward between 2008 to 2011.

#### Competencies:

##### General competencies

- PALS
- ACLS
- BLS
- Infection control / hazardous / waste / universal precautions awareness .

#### Language:

Arabic: Educated Native Speaker Proficiency  
 English: highly skilled in Speaking, writing and listening

#### Hobbies:

Interests: Reading, Using computer Programs.

#### References:

Will be provided upon request