


<b>MRS.LITHA JACOB</b> <b>Email: lithadelbin@gmail.com</b> <b>Mobile: +971 569780151, +971 559173130</b>		
Position applying for:	Staff Nurse	
Year of Experience:	8 Years	
Nursing Area of Interest:	A suitable position in your organization	

### CAREER OBJECTIVES

Seeking a challenging nursing position, which will require me to express my knowledge and skills and expand my practical experience while providing quality health care to patients.

### EXPERIENCE DETAILS

Period of working	Institution	Designation	Department	Bed Strength
<b>3.3Year</b> 19-01-2016 To 13-04-2019	<b>Royal Commission Medical Centre,</b> Yanbu, Saudi Arabia <b>JCI ACCREDITED</b>	Staff Nurse	Obstetrics and Gynecology	340
<b>1.5Year</b> 05-06-2014 To 02-01-2016	<b>Aster Medcity,</b> Kochin, Kerala <b>JCI ACCREDITED</b>	Team Leader and Preceptor	Medical – Surgical & Obstetrics and Gynecology	565
<b>2.1Year</b> 01-08-2009 To 15-09-2011	<b>Holy Cross Hospital</b> Kottiyam Kerala. <b>NABH ACCREDITED</b>	Staff Nurse	Surgical Gastro and Oncology	550
<b>1Year</b> 01-07-2008 To 01-07-2009	<b>Marian Medical Centre</b> Arunapuram, Pala Kerala.	Staff Nurse	Medical & Surgical Ward	300

### EDUCATION & QUALIFICATION

Exam Passed	Institution	Board of Examination	Year of Passing	Division
Post Basic BSC Nursing	Malankara Orthodox Syrian Church College of Nursing, Kolenchery, Kerala, India	Kerala University of Health Science. [KUHS]	2011 To 2013	1 <sup>st</sup> Class with 69%
Diploma in General Nursing and Midwifery (GNM)	Marian Medical Center, Arunapuram, Pala, Kerala	Board of Examination in General Nursing & Midwifery, Kerala	2005 To 2008	1 <sup>st</sup> Class with 79.95%

LANGUAGES	SPOKEN	WRITTEN	FLUENCY LEVEL		
			Fair/Basic Knowledge	Working Knowledge	Fluent or Excellent Knowledge
English	Yes	Yes			Yes
Arabic	Yes			Yes	
Hindi	Yes			Yes	
Malayalam	Yes	Yes			Yes

PERSONAL DATA	
Age	32
Date of Birth	03-09-1986
Gender	Female
Civil Status	Married
Visa Status	Visit Visa
Visa Expiry	15th July,2019
Nationality	Indian
Place of Birth	Kerala

PROFESSIONAL REGISTRATION			
Organization	Membership Status	Register No.	Year of Enrolment
KNC (The Kerala Nurses & Midwives Council)	Staff Nurse	61322 (RN)	2008
TNAI (Trained Nurses Association of India)	Staff Nurse	176997/LMT	2009
Saudi nursing council	Registered Nurse	16-M-N-0005998	2016
Ministry of health (UAE)	Registered Nurse	RN015497	2019

## DETAILED JOB DESCRIPTION

### Job Summary and Overall Responsibilities as a Registered Nurse

Responsible for the nursing assessment, observation, provision of a safe standard of patient care and evaluation of its result; preparing for and supporting the patient through the procedures or test, alerting physicians in a timely manner of changes in patient status, and timely documentation of action taken.

## **SPECIFIC RESPONSIBILITIES AND DUTIES**

- ❖ Identify patients correctly.
- ❖ Patient assessment and prioritize care.
- ❖ Administers and documents medications, infusions, narcotics and control drugs as Per policy.
- ❖ Recognizes emergency situation and responds quickly to noticeable changes in a Patient's condition by initiating appropriate nursing measures.
- ❖ Perform initial assessment and pre-operative preparation for clients undergoing surgery.
- ❖ Post operative care of patients underwent surgery.
- ❖ Reviewing and evaluating patient's progress.
- ❖ Cleaning and dressing of surgical wounds.
- ❖ Management of pain.
- ❖ Insertion of nasogastric tube and gastric gavage.
- ❖ Insertion of urinary catheter.
- ❖ Help doctors in diagnosis and treatment.
- ❖ Blood and blood products administration.
- ❖ Stomach, Bladder and Bowel wash.
- ❖ Accurate recording and reporting of patients condition
- ❖ Assess a woman to obtain both history and current pregnancy information, including labor and fetal assessment that includes fetal monitoring and interpretation of Information.
- ❖ Provides assessment, care and monitoring of ante-natal women.
- ❖ Monitor labor progress, anticipating potential problems and responding quickly when they arise.
- ❖ Initiates fetal monitoring and interprets and responds appropriately to negative trends in Cardiotocography (CTG) recordings.
- ❖ Providing support following events such as stillbirth and neonatal death.
- ❖ Initiates immediate post partum assessment and care.
- ❖ Closely monitors the mother to identify postpartum complications.
- ❖ Perform initial assessment and care of newborn.

## **OVERALL RESPONSIBILITIES AS A NURSE**

- ❖ Administers medications following the 'rights' of medication administration and in Accordance with Policies and Procedures.
- ❖ Maintain dignity and confidentiality of clients.
- ❖ Recognizes deviations from normal and informs physician appropriately.
- ❖ Accurately documents in accordance with Policy and Procedure.
- ❖ Maintains a safe standards of patient care in accordance with Policy and Procedures.
- ❖ Adheres to security measures in place to prevent infant abduction.
- ❖ Provides education for parenting roles and infant safety.
- ❖ Participate in quality improvement projects assigned by the Nurse Manager or delegate.
- ❖ Recognizes emergency situations and responds appropriately.
- ❖ Acts as a part of nursing care team by fulfilling own duties, seeking assistance when needed, and providing assistance to other when required to do so.
- ❖ Communicate effectively with multidisciplinary team members.
- ❖ Recognizes and reports occurrence variances and adverse events in accordance with Policy and Procedure.
- ❖ Utilizes equipment, supplies and medications in a cost effective manner and reports malfunction, loss of misuse to immediate supervisor.
- ❖ Assumes responsibility for on-going professional development and maintains Mandatory certification and competency.
- ❖ Acts as Shift Leader when orientated to do so and when assigned by the Nurse Manager.

## CASES HANDLED

- ❖ Whipple procedure
- ❖ Total and subtotal gastrectomy
- ❖ Colostomy and Ileostomy
- ❖ Cholecystectomy
- ❖ Hernia repair
- ❖ Appendicectomy
- ❖ Gastro Jejunostomy
- ❖ Pacreto Jejunostomy
- ❖ Lap. Cardio myotomy
- ❖ Lap. Fundoplication
- ❖ Lap. Anterior resection
- ❖ Laprotomy
- ❖ Splenectomy
- ❖ Sleeve gastrectomy
- ❖ Myomectomy
- ❖ Caesarean section
- ❖ Hemiarthroplasty
- ❖ Hysterectomy
- ❖ Laproscopy
- ❖ Radical mastectomy
- ❖ ERPOC
- ❖ Missed abortion
- ❖ Hyperemesis gravidarum
- ❖ Cord prolapse
- ❖ Fetal Distress
- ❖ Fetal tachycardia/bradycardia
- ❖ Postpartum hemorrhage
- ❖ Multiple Pregnancy
- ❖ Breech presentation
- ❖ Intrauterine Growth Restriction
- ❖ Oxytocin Infusion therapy
- ❖ Insulin Infusion therapy
- ❖ Narcotics administration
- ❖ Preterm labor
- ❖ Placenta Previa
- ❖ Abruptio Placenta
- ❖ Pregnancy Induced Hypertension
- ❖ Preterm Premature Rupture of Membrane
- ❖ Intrauterine Fetal Death
- ❖ Gestational Diabetes Mellitus
- ❖ Sickle Cell Disease
- ❖ Diabetes Mellitus on Insulin
- ❖ Pelvic inflammatory disease

## EQUIPMENT/MACHINES OPERATED

- ❖ Cardiotocograph
- ❖ FHR Doppler
- ❖ Criticon dinamap
- ❖ Syringe pump
- ❖ Genius Tympanic Thermometer
- ❖ SP02 Monitor
- ❖ Glucometer
- ❖ Defibrillator, ECG Machine
- ❖ Suction Machine
- ❖ IV Infusion Pump
- ❖ BP Apparatus
- ❖ Nebulizer, Steam inhaler

## SKILLS & ACHIEVEMENTS

- ❖ BLS Provider certified by the American heart association

## PROFESSIONAL REFERENCES

### 1. Myla Gawe De Peralta

Head Nurse, OB-GYNAE  
Royal Commission Medical Centre  
Yanbu, Saudi Arabia  
Mob: +966568427451

### 2. Mrs. Joice

Chief Nursing Officer  
Aster Med city  
Cochin, Kerala  
Ph: +914846699999

## **Declaration**

I Mrs. Litha Jacob do hereby declare that all the above mentioned statements are true to the best of my knowledge and belief.

Place: Sharjah  
Date: 09-06-2019

**Mrs. LITHA JACOB**