



SHEBAVENITA PONRAJ NADAR

PROFILE:

Proven ability to provide direct patient care in a fast-paced environment. Calm and level-headed with the ability to handle difficult patients and high-stress situations. Use strong verbal communication skills and humor to develop strong relationships with patients and their families.

EXPERIENCE

TOTAL Experience: 8 years & 2 months.

➤ Podar International School (Mumbai)

School Nurse (1st August 2022 to 30th April 2023)

- Providing healthcare to students with acute or chronic health problems.
- Maintaining records of students visiting the medical room
- Sending data to principle of student's repetition list visiting the medical room
- First Aid for outdoor activity
- Maintaining medicine stock and weekly inventory
- Maintaining record of students if there is any medical history
- First Aid session for the employees
- Checking First Aid box of school bus on monthly basis
- Sending data to General Manager and Principle on daily basis of students and staff's visited the medical room

➤ Trident Hotel (Oberoi Group, Mumbai)

Company Nurse (21st October 2019 to 31st July 2022)

- Gained immense experience in basic first aid and handling patient in emergencies.
- Maintained the records of patient's medical history and shared the data with the hotel doctor whenever required.
- Co-ordinating with hospital and pathology for employees' related health issue and reports.
- Conducted regular training sessions for the new employees on basic first aid and CPR.
- Handled pre-employment check-up and regular follow up.
- Handled food handler's test and maintaining records.
- Regular auditing of the first aid boxes in various departments.
- Organizing and maintaining records of the certified first aider trainers.
- Maintaining Mediclaim details of employees and parenteral mediclaim details.
- Maintained the records of employee's Covid vaccinations and other covid related data.
- In addition to the above responsibilities, I have handled pre-employment check-up and regular follow up of Bay club employees (Part of Oberoi Group).

Personal Info

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✉ venitanadar@gmail.com

📍 Muwaileh, Sharjah

Skills

>Empathy and compassion

>Patience

>Administering medication

> Working with children

>Special needs education

>Communication skill

>Co-ordinating with parents

>Problem Solving

> Treating wounds

- **Hinduja Healthcare Surgical (Mumbai)**
ICU Staff Nurse (12th March 2018 to 26th July 2019)
 - Worked as a bedside nurse in intensive care unit.
- **Kokilaben Dhirubai Ambhani Hospital (Mumbai)**
Staff Nurse (01st June 2016 to 27th February 2018)
 - Worked in Liver Transplant Ward as a staff nurse
 - Worked as Team Leader in the deluxe ward.
- **Holy Spirit Hospital (Mumbai)**
Staff Nurse (01st August 2014 to 31st May 2016)
 - Worked as a staff nurse in medical surgical ward.
 - Worked as part-time infection control nurse.

EDUCATIONAL QUALIFICATION

- **UAE MOH License** (Reference Number) – 289494 (Valid till 12/09/2028)
- Diploma in nursing and widwifery-2014
Maharashtra nursing council - Registration no. XXVIII – 44645

PERSONAL INFORMATION

- Full name : Shebavenita Ponraj Nadar.
- Gender : Female.
- Place & DOB : Mumbai 13th July, 1992.
- Marital status : Married.
- Language Known : English, Hindi, Marathi, Tamil, Malayalam.
- Visa Status : Family Visa (Sponsor – Husband).
- Passport No : X5156010

About Myself:

I am capable and Hardworking, and can adapt to New Surroundings. I Can Face Challenges with confidence and would give my best shot under Stressful situations.

DECLARATION:

I hereby enclose my resume as a first step in exploring the possibilities of employment with your organization. As an employee I would bring a focus on quality and ease of use to your requirements. I shall look forward a favorable response for my application from your end. Thank you for your consideration.

PLACE: SHARJAH

(SHEBAVENITA PONRAJ NADAR)



Date: 13/09/2023

التاريخ: 2023/09/13

Evaluation Letter

خطاب تقييم

Reference Number	289494	الرقم المرجعي
Name	SHEBA VENITA NADAR	الإسم
Nationality	Indian	الجنسية
Specialty 1	Assistant Nurse	التخصص 1
Title 1	Assistant Nurse	المسمى 1
Privilege		الصلاحية
Validity of the letter	12/09/2028	مدة صلاحية الإشعار
Remarks		ملاحظات:
Important Notes		ملاحظات مهمة
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