



SHEBA VENITA 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	الاسم
Nationality	Indian	الجنسية
Specialty 1	Assistant Nurse	التخصص 1
Title 1	Assistant Nurse	المسمى 1
Privilege		الصلاحيه
Validity of the letter	12/09/2028	مدة صلاحية الاشعار
Remarks	ملاحظات:	
Important Notes 1. This letter is not a license, and the holder should complete licensing process prior to practice in health-related field. 2. This letter is issued one time to obtain a license to practice the profession and does not require renewal as long as the license is valid within the UAE. As for the practice outside the country, the period must not exceed the validity of this letter. 3. Issuance of the license will rely on the gap of practice and not the validity of this letter. 4. Any changes or alterations, this letter will be canceled.		ملاحظات مهمة 1. هذا الاشعار ليس ترخيصا ولا يمكن العمل به، وعلى حامله استكمال اجراءات الترخيص 2. يتم اصدار هذا الاشعار لمرة واحدة للحصول على ترخيص لممارسة المهنة ولا يتطلب تجديده طالما كان الترخيص ساريا داخل الدولة، أما بالنسبة للممارسة خارج الدولة فيجب ان لا تتجاوز المدة صلاحية هذا الاشعار 3. اصدار الترخيص منوط بمدة الإنقطاع عن الممارسة وليس مدة صلاحية هذه الشهادة 4. أي تغيير أو كسب، يعتبر الاشعار لاغيا

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