

# CURRICULUM VITÆ

Mrs. Sini paul

Sharjha,UAE

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Email id :**paulsini29@gmail.com**

PC Bsc in nursing(MOH License reg.no.RN014585)

RL NUMBER:RL010619024346



## PROFESSIONAL OBJECTIVES:

- ☐ To provide comprehensive care to the patient with strict adherence to the professional ethics by which enhancing knowledge, skills and experience.
- ☐ A position as a registered nurse in a healthcare facility where I can make the most of my nursing education and training ,in addition to my interpersonal skills to provide the highest level of patient care.
- ☐ To learn new things and techniques at every step of my life.
- ☐ Contribute and upgrade my knowledge and experience for the development of the organization as well as for self development.

## KEY STRENGTHS AND PERSONAL CHARACTERISTICS

- ☐ Good communication presentation
- ☐ Willingness to learn
- ☐ Committed and determined
- ☐ Ability to work under pressure
- ☐ Highly organized , can prioritize work schedule and manage time effectively
- ☐ Quick learner and hard working
- ☐ Resourceful, proactive and have initiative
- ☐ Punctual, honest and sincere
- ☐ Ability to lead and guide the group
- ☐ Ready to take up responsibilities

FROM

Sini Paul

Sharjha,UAE

To

The Administrator

**Sub: Application for the post of a registered nurse**

Respected Sir/Madam,

I, Sini Paul, have completed PC B.Sc Nursing from Rev. Noorunnissa College of Nursing under Rajiv Gandhi University of Health Sciences, Banagalore, Karnataka and Diploma in Nursing and Midwifery Qualified from Sri Venkateshwara Institute Of Nursing Sciences, Bangalore, Karnataka, under BOARD OF KARNATAKA NURSING COUNCIL, which are recognized by KNC AND INC. I have total of 4 years of experience in which 2 years of experience in multy - specialty ward and 2 years of experience in emergency department. I also have license from ministry of health and prevention, UAE.Currently,I have been working in thumbay clinic ,Abushagara,Sharjha ,since july 2018 .

I request you to give me an opportunity to work in your reputed organization , where I can work to the best of my ability. I enclose herewith a copy of my resume for your approval.

Place: Sharjha

Yours faithfully,

Date:

SINI PAUL

## EDUCATIONAL BACKGROUND:

<b>rtificate/Degree/ Diploma</b>	<b>Year of passing</b>	<b>Name of Institution</b>	<b>%of mark scored</b>
S.S.L.C	2001	L.F. Convent H.S. Irinjalakuda	67%
Pre degree	2003	Vocational H.S. School Nadavaramba	74%

## PROFESSIONAL BACKGROUND:

Diploma in General Nursing & Midwifery	December2003 to January 2007	S.V.I.N.S. Bommanahalli, Banglore.	67%
PC Bsc Nursing	August 2011 to October 2013	REV Noorunnissa College of Nursing K.G.F	60 %

## PROFESSIONAL REGISTRATION:

- Karnataka state Nursing Council Register Number :84535
- Karnataka state Diploma in Nursing Register Number:KSDNEB/35746
- Karnataka state PC Bsc in Nursing Register Number : 015888
- MOH UAE license with registration number: RN014585

## JOB EXPERIENCE:

<b>From</b>	<b>To</b>	<b>Position</b>	<b>Institution</b>	<b>Area of Expeience</b>
03-01-2008	27-03-2010	Staff Nurse	Fortis Hospitals, Bangalore, INDIA (JCI Accredited)	Multi-Special ty ward
04-01-2016	08-02-2018	Staff Nurse	Geetha Hospital, Avalahalli, Bangalore	Emergency Department

## CURRENT EXPERIENCE

I have been working in Thumbay clinic ,Abu Shagara Sharjah,since july 2018.

## CREDENTIALS/EDUCATION

- BLS certification from American heart association valid till 2020
- MOH license from UAE valid till 2022

## SELECTED PROFESSIONAL DEVELOPMENT

- Wound management course,
- Preceptor course
- Personality development course
- Sure step flex blood glucose management system
- Drug administration including intravenous and intravenous cannulation
- Venepuncture

## EQUIPMENTS HANDLED:

- Cardiac monitor, Cpap Machine
- Crash trolley, AMBU Bag
- Suction apparatus, nebulizer
- Pulse oximeter, Glucometer
- ECG Machine, Defibrillator
- Syringe drives, Oxygen cylinder
- IV Pump

## PROCEDURES HANDLED:

- Ryles tube insertion
- Bladder catheterization(both male and female) and catheter care
- Straight catheterization (R-90&R-91)
- Assisted in lumbar puncture

- ☐ Assisted in bone marrow aspiration
- ☐ Assisted in ICD insertion
- ☐ Assisted in central line insertion(cvp)
- ☐ Assisted in endo-tracheal tube insertion and extubation.
- ☐ Assisted in RTA cases and suturing procedures
- ☐ Intravenous cannulation
- ☐ Care of ICD Patients
- ☐ Care of colostomy patients
- ☐ Ryles tube feeding and PEG feeding
- ☐ Venipuncture and collection of blood culture
- ☐ Collection of urine culture specimen from the foleys catheter
- ☐ Care of patient with tracheostomy
- ☐ Blood transfusion
- ☐ Care of patient with MI,cardiac catheterization
- ☐ Application of plaster of Paris and removal of plaster of Paris
- ☐ Various kinds of dressing
- ☐ Transfer of patient to another department or hospitals if needed

### **DUTIES AND RESPONSIBILITIES:**

- ☐ Decisively and confidently made judgments on patient conditions based on vital signs, patient presentation and initial assessment, triaged to appropriate zone activated specialized team when indicated. (Cath lab, Trauma team, rapid response stroke team etc..)
- ☐ Applied expertise in data analysis by monitoring laboratory results, urinalysis and performs sterile procedures including catheterization, IV Starts and dressing changes.
- ☐ Administered IV fluids and medications including antibiotics, packed RBCs, TPM and Narcotics, while carefully monitoring for side effects or any adverse reactions.
- ☐ Multitasking and prioritizing responsibilities based on patients conditions in a timely manner maintaining confidence in critical situations.

- Admission and orientation to the patient about department, fire exits, nurse call bell
- Maintaining and continuing the JCI standard throughout the procedures
- Assist doctor for physical examination and other procedures
- Attend doctors rounds and follow instructions
- Shifting of patients to other departments like wards, operation theater, radiology procedures, cath lab procedures, ICU, CCU
- IV Line insertion and administration of drugs
- Provide complete and accurate documentation in the nurses notes.
- Care of patients in death, attending MLC cases
- Recording and Reporting of procedures done and patient condition
- Monitoring of vital signs
- Maintain crash carts , defibrillators and emergency equipment and supplies. Activate codes and manage medical emergencies until physician arrives.
- Update patient families on progress
- Educate patients and families on medication and treatment regimens, activity level, adverse indications and complications and follow up orders.

### PERSONAL PROFILE:

Name	:	<b>Mrs. Sini Paul</b>
Date of Birth	:	26/11/1985
Sex	:	Female
Marital Status	:	Married
Religion	:	Christian R.C
Nationality	:	Indian

Height : 164cm  
Weight : 60kg  
Mother tongue : Malayalam  
Visa status : Family visa  
Languages known : English,Arabic,Hindi  
Permanent Address : Panthallippadan House  
Azad road  
Irinjalakuda North ,P.O  
Thrissur-680125  
Kerala,India

### PASSPORT DETAILS:

Passport Number : R7361056  
Date of Issue : 27/12/2017  
Date of Validity : 26/12/2027  
Place of Issue : Cochin

### REFERENCE:

❖ Rema Sasidharan  
Nursing Superintendent  
Geetha Hospital  
Virgo Nagar  
Avalahalli, Banagalore  
Karnataka, India.

❖ Major kabita biswas

Nursing Director

Fortis Hospitals

Bannerghatta road

Bangalore.

### DECLARATION:

I hereby declare that the above furnished details are true and sincere to the best of my knowledge and belief. If my personal matches your requirements kindly give an opportunity to serve in your organization.

Yours faithfully,

SINI PAUL