

Jennifer Smith, CAN, NS

(License # 999999999)

5226 Winthrop Lane
Sebastopol, CA 95472

999-999-9999
jennifersmith@gmail.com

Student Nurse

Dedicated, hard-working nursing candidate with bachelor's degree and 300+ hours in clinical rotations. Continually seeks opportunities to provide coverage for critical functions. Goes above and beyond basic care.

Skills and Abilities

- * Patient assessment/education
- * Electronic/paper chart management
- * Acute hospital experience
- * Expertise in EMR/PC/MAC computers
- * Strong oral/written communications
- * Meticulous SBAR reporting
- * Goal-directed care plan formation
- * Mental health caregiving
- * Advanced Excel/Word/PP skill
- * Polished interpersonal abilities

– *“Jennifer is someone I implicitly trust to always do her very best. I think you would be very satisfied if you asked her to join your clinical practice.”* –

Dr. Ketan Mehta, Pulmonary Critical Care Physician / NeilMed Pharmaceuticals Founder

Clinical Experience

Sept. 2014-Present, **Queen of the Valley Medical Center** Napa, CA

89+ Hours as RN Student Nurse (MEDSURG/ICU/ER/MATERNITY/PEDIATRICS)

- Provides proficient/compassionate care for patients of 174-bed medical facility
- Assists in cataract surgeries and other medical procedures, including taking vital signs, administering medications and IV, and tracheostomy care and suctioning
- Creates detailed SBAR reports to ensure consistent high-level patient care
- Uses nursing process for the care of clients with multiple complex alterations in health
- Practices in accordance with safe, ethical, and legal guidelines in the Nurse Practice Act, ANA Code of Ethics
- Collaborates with clients and the interdisciplinary team using informatics and therapeutic communication to promote client-centered care
- Evaluates theory, quality monitors, and evidence-based knowledge for decision-making to guide nursing practice and client outcomes
- Manages client-centered care for clients with multiple complex alterations in health in collaboration with client and interdisciplinary team
- Demonstrates consistent commitment to continued professional growth and self development

Feb. 2015, **Sutter Memorial Hospital** Sacramento, CA

54 Hours as RN Student Nurse (PEDIATRICS)

- Worked in all pediatric areas, NICU, Critical Care, Oncology, Med Surg

April-May 2014, **St. Helena Hospital Center for Behavioral Health** St. Helena, CA

40 Hours as RN Student Nurse (MENTAL HEALTH)

- Performed therapeutic services for patients of 61-bed facility offering therapeutic mental health programs, including stretch/art therapy, patient monitoring and leading group psychiatric sessions

Feb-April 2014, **Sonoma Valley Hospital** Sonoma, CA

40 Hours as RN Student Nurse (MEDSURG/ICU/ER/O)

- Trained RNs, assisted in various medical procedures, and provided patient care for 75-bed full-service acute care hospital

Clinical Experience (Continued)

Sept.-Dec. 2013, **Veterans Home of California** Yountville, CA
40 hours as RN Student Nurse (RESIDENT CARE)

- Distributed medications, provided ostomy care, assisted with ADLs, and provided companionship for residents of 1,200-bed veterans home

June-Aug. 2009, **Apple Valley Post-Acute Rehabilitation** Sebastopol, CA
40 hours as RN Student Nurse (LONG TERM CARE)

- Assisted acute trauma patients in ADL for 95-bed rehabilitation facility

Other Relevant Experience

March 2010-Present, **NeilMed Pharmaceuticals** Santa Rosa, CA

- Serves as executive assistant to the CEO, President and VP/Sales of the largest manufacturer and supplier of LVLP (Large Volume, Low Pressure) saline nasal irrigation systems in the world
- Ensures smooth operations and customer satisfaction that contributes to company growth:
 - Creates PowerPoint presentations for sales staff from in-house data sheets and industry research
 - Analyzes internal sales reports via NetSuite to track trends and identify trouble spots
 - Provides customer service via telephone to help individuals properly administer company products and fully comprehend all product literature
 - Organizes daily schedules and facilitates/schedules video conferences, sales meetings and special events
 - Submits new item forms and contracts all in-store promotions of commercial clients, including TPRs, IRCs and displays
 - Performs advanced Excel functions to track all promotions, correspondence and retail account expenses for corporate clients, including Costco, Walmart, Walgreens, CVS and Rite Aid
 - Supports graphics department in creation of marketing materials, product literature and surveys, and contributes to execution of mail merges/flier folding/envelope stuffing/mailings

Education, Licenses and Certifications

Associates Degree in Nursing (June, 2015), Napa Valley College Health Occupations Napa, CA
Bachelor of Arts, Political Science, (Dec., 2000), Baker University Baldwin, KS
International Studies (Fall 1998), Harlaxton College Study Abroad Grantham, England
BLS, (Summer 2013), American Heart Association, SOS CPR Rohnert Park, CA
CNA License #00762703 (valid through 6-8-2017), Santa Rosa Junior College Santa Rosa, CA

Professional Extracurricular Activities

Nursing Club President

- Initiated new funding, planned pinning ceremony and organized community service projects for NEWS and Good Samaritan Family Shelter

Community Involvement

Sonoma County Registrar Poll Worker
Sonoma County Triathlon Volunteer

Athletes and Entertainers for Kids
Minority Aids Project Volunteer

Hobbies

USTA 7.5 Combo Adult League Tennis (Wikiup Tennis Club) * USTA 3.0 Adult League Tennis (Analy High School) * USTA 3.5 Adult League Tennis (Analy High School) * Wendell Lane Water Board Member