Robert Smith

Junior Clinic Nurse

CONTACT DETAILS

1737 Marshville Road,
Alabama
(123)-456-7899
info@qwikresume.com
www.qwikresume.com

PERSONAL STATEMENT

LPN with 18 years experience in healthcare. I have a background that encompasses a wide range of care including medical assistant, clinic nurse, charge nurse, MDS Coordinator, psychiatric nurse, and blood collections specialist.

WORK EXPERIENCE

Junior Clinic Nurse

Center For Psychiatric Care - November 2014 – 2019

Responsibilities:

- Handled incoming and outgoing correspondence, including mail, email and faxes.
- Screened telephone calls and inquiries and directed them as appropriate.
- Responsible for primary care, case management and medication management.
- Evaluated patient care needs, prioritized treatment and maintained patient flow.
- Utilized strong assessment skills to determine necessary patient care.
- Interviewed patients to obtain medical information and measure their vital signs, weight and height.
- Organized, updated and maintained over 200 patient charts.

Clinic Nurse

ABC Corporation - July 2007 – February 2011

Responsibilities:

- Prepared patient for and assisted with examinations.
- Responsible for administering injections and medications per physicians orders.
- Conducted specified laboratory tests.
- Prepared specimens for analysis and established proper chronological priorities in testing.
- Administered Patient Assistance Program filing out applications for free medications.
- Responsible for the conduction of health screening and administered immunizations.
- Maintained patient privacy and confidential patient information.

Education

Business - (Central Community College - Grand Island, NE)

SKILLS

Ipn.

LANGUAGES

English (Native)
French (Professional)
Spanish (Professional)

INTERESTS

Climbing
Snowboarding
Cooking
Reading

REFERENCES

Reference – 1 (Company Name)
Reference – 2 (Company Name)

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