**C.RAMYA **

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**CAREER SUMMARY**

* An experienced and fully qualified registered nurse with over 5 years 3 months of experience of working in reputed hospital environments in private sector.
* Able to work on own initiative or in support of other healthcare professionals, whilst ensuring that at all times patient care procedures and practices are adhered to.
* Experience of looking after patients with various illnesses from chronic conditions like cancer to acute conditions like heart attacks or stroke.

**SKILLS**

* Store Management
* Staff-Briefing
* Stock Reconciliation
* Team Work
* Team Motivation
* Mailing reports and data on daily basis
* Billings
* Customer Handling Accounts, Inventory Management
* Complaint handling

**PERSONAL QUALITIES**

* Strong work ethics and leadership skills.
* Excellent in communication skills in written and verbal both.
* Ability to take care of patient excellently.
* Ability to work in pressure situations.

**KEY RESPONSIBILITIES HANDLED**

* Making patients aware of their treatment to ensure they are fully informed and consent to their treatment.
* Involved in working in the intensive care units as well as general hospital wards.
* Looking after patients of all ages from the very young to the very old.
* Responsible for assessing the medical history of patients and their record details and then evaluating patients and prioritizing their treatment.
* Involved in the administrative procedures for a patient’s admission and also their discharge.
* Being the main point of contact for patients and communicating on their behalf with hospital managers.
* Liaising with hospital physicians and other healthcare professionals to write patient care plans.
* Carrying out tests, evaluations and also investigations.
* Carrying out administrative duties like updating and maintaining patient records.
* In hospital wards administering daily drug and medicine prescriptions to patients via injection or orally.
* Educating patients on matters of hygiene.
* Able to contribute in practical ways to the success of my team and to hospital targets.
* Involved in providing direct patient care, including assessing their needs and discussing their treatment and medical care with hospital doctors and consultants.
* Making sure the working environment is safe in a busy environment that is under pressure.
* Ability to remain calm in difficult situations whilst at the same time being observant, adaptable and firm with patients.
* Experience of creating individual patient care systems that look after patients physical, mental and social needs.
* Experience of using advanced hospital equipment and procedures including administration of intravenous fluids and vitamins to patients, operating different oxygen apparatus, electric beds and administering tube feeding pumps.
* Ability to respond quickly to emergencies.
* Excellent organizational skills and having the ability to prioritize urgent treatments.
* Having excellent communication skills, ability to empathize to gain a patients trust and confidence.
* Ability to prioritize busy workloads.
* Experience of collecting and recording study data of ECG's, Blood Pressure, pulse, temperature and samples.

**Technical Experience**

* Proficient in all apparatus and equipment of critical care.
* Use of internet for Studying about hospital related issues and medical care
* Microsoft Office

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**ACHIEVEMENT**

* Got Excellence performance certificate
* Got appreciation from many doctors for good work..
* Amongst the top rank holder throughout my academics.
* Attended a free check up camps for poor people organized in various villages.

**EMPLOYES**

**APOLLO Cancer Institute, Chennai**  
**Job title:** Registered Nurse  
**Period of Employment:** December 2015 to till date

**Staff Nurse, Medical and Surgical ward**

* Meet patients' medical needs through careful assessment, planning, and evaluation
* Perform diagnosis and recognize medical problems
* Perform venepuncture, cannulation and phlebotomy
* Collect and use researched-based evidence in nursing patients
* Facilitate open communication and encourage patients to place their concerns
* Assist physicians, patients, families, and nursing staff for improving nursing quality
* Assist in the admission and discharge procedures

**Critical care unit (BMT-Critical care unit)**

* Providing pre and post transplant adult, pediatric patients.
* Council and educate the patient regarding transplant process radiation, chemotherapy protocol
* Central line maintenance and care
* Monitoring the patient’s condition blood products transfusion, chemotherapy administration
* Managing side effects of chemotherapy and educate the family members regarding side effects management

**Also played role of Infection Control Nurse in Wards**

* Conducted regular rounds to identify and treat patient infections.
* Ensured that all patient and staff areas were kept clean to prevent infections.
* Worked with doctors to confirm identify and treat patient infections.
* Monitored patient conditions following surgery to check for signs of infection.
* Maintained inventory of all sanitation supplies used to disinfect patient areas.
* Collected, reported and managed data on communicable diseases.
* Developed infection control procedures and evaluated outcome.

**ACADEMIA**

* BSC (Nursing) from Dr. M G R Medical University from 2011 to 2015 with 78%.

**Special Courses Attended**

* MBA (Hospital Management) From University of Madras from 2017 to 2019
* Infection control nurse short course on 201

**PERSONAL DETAILS**

**Date of Birth**: 19.07.1993

**Height**: 153 cm

**Weight**: 58kgs

**Languages Known**: English, Tamil

**Address:**

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Green Street,

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