

First and Last Name (ASN Nurse Example)

(814) 111-2222

asn.nurse@pennwest.edu

EDUCATION

Pennsylvania Western University, Clarion, PA

Associate of Science in Nursing, Month 20XX

CLINICAL EXPERIENCE

Oakwood Heights Presbyterian Nursing Home, Oil City, PA, 20XX-20XX

- Long Term Care Facility that focused on ADL's, patient transport, records review, and other group activities to promote mental and physical wellbeing

UPMC Northwest, Seneca PA, 20XX-20XX

- Learned under a skilled RN how to administer medications via oral, ID, and IM routes
- Observed CRNA, scrub and staff nurses in OR
- Observed how to hang IV bags (primary and secondary)
- Learned how to calculate IV flow and drop rates
- Aided in patient care: ADL's (including geriatric clients), patient transfers (including amputee clients), hanging IV medications, administering ID, IM, and IV injections, completed BGMs and provided required insulin per protocol
- Observed an echocardiogram, and removed IVs with supervision
- Attended an outpatient wound clinic and participated in infectious wound care with a Home Health RN

Meadville Medical Center, Meadville, PA 20XX-20XX

- Assigned to Psych Unit with focus on group therapies and how to care for the patient with mental illness

CAREER-RELATED WORK EXPERIENCE

Home Attendant, Venango Nursing Association, Oil City, PA Month 20XX-Present

- Assist clients with ADL's, safe transfers, feeding, and providing a therapeutic relationship, in addition to supportive client teaching
- Ensure all clients receive the dignity and respect they deserve no matter what the situation(s)
- Proactively seek improved methods to completing work processes, in addition to seeking and applying newly gained knowledge/skills to unusual situations and/or routine and non-routine job duties
- Role model quality and safe work and inspires others
- Adapt quickly to a changing environment with a positive attitude
- Report concerns and serious issues to immediate supervisor via the chain of command

HONORS/SCHOLARSHIPS/RECOGNITIONS

The Smith Family Scholarship, 20XX

Girl Scout Gold Award, 20XX

Dean's List (3 semesters)

UNIVERSITY AND COMMUNITY INVOLVEMENT

Member, Nursing Club, 20XX - Present (Secretary 20XX)

Junior EMT, Oil City Volunteer Ambulance Association

- Organized, recruited, and instructed CPR and First Aid Class
- Transported patients to tertiary centers and back to residence

Buddy, Special Olympics of Clarion County

Youth Group Leader, Sacred Heart Catholic Church, Oil City, PA

Member, American Legion Post 15

CERTIFICATIONS AND CLEARANCES

Criminal Background Check, PA State Police

FBI Fingerprint Registry

Child Abuse Clearance, Department of Public Welfare

CPR Certification, American Red Cross

ADDITIONAL WORK EXPERIENCE

Childcare Provider, Private Homes, Oil City, PA, Month 20XX-Present

Sandwich Artist, Subway, Titusville, PA, May 20XX-20XX

Here are some other possible sections you might want to include:

Relevant Technology

Relevant Coursework and Labs

Research

Languages

Computer/Technology

A NOTE ABOUT REFERENCES: Do not list references on your resume. Create a separate document for references.

First and Last name (BSN Nurse Example)

bnurse@gmail.com | (814) 393-1728

EDUCATION

Pennsylvania Western University, City, PA
Bachelor of Science in Nursing, Month 20XX
GPA: 3.64 Dean's List: 8 semesters

CAREER-RELATED EXPERIENCE

Student Nurse Intern, Allegheny Health Network, Jefferson Hospital, Jefferson, PA, Month 20XX-Month 20XX

- Unit: Women and Infant Center (Labor and Delivery)
- Assisted in medication administration and nursing tasks under the direct supervision of Registered Nurses
- Participated on a health care team to plan and provide quality care to patients on the unit
- Documented data related to patient care and outcomes
- Assisted in the monitoring and recording of vital signs, intake and output, and collecting specimens
- Trained to perform blood glucose monitoring

Student Clinical Experience, Month 20XX-Month 20XX

- Long Term Care: McKinley Health Center – Laurelbrooke Landing, Brookville, PA
- Maternity/Labor & Delivery: Penn Highlands, DuBois, PA
- Medical-Surgical: Clarion Hospital, Clarion, PA
- Critical Care: UPMC Northwest, Seneca, PA
- Psychiatric: Clarion Psychiatric Center, Clarion, PA

CAREER-RELATED WORK EXPERIENCE

Patient Transporter, Penn Highlands, DuBois, PA, Month 20XX-Present

- Transport patients to and from testing areas of the hospital/ discharge patients
- Monitor Wheelchair and cart placement hospital wide
- Replenish oxygen tanks on an as needed basis in fireproof safes on the floors
- Transport patient specimens to histology lab

CERTIFICATIONS AND CLEARANCES

American Heart Association CPR Certified
FBI Clearance, PA Child Abuse Clearance, PA Record Check Clearance
Pediatric First Aid Training

HONORS AND RECOGNITIONS

PSAC Scholar Award, 20XX-20XX
Phi Eta Sigma Freshman Honorary Society

UNIVERSITY INVOLVEMENT

Member, Student Nurses of Edinboro (SNOE), 20XX-Present

- Coordinated Donation Drive for Soldiers and Sailors Home, Erie, PA

Scholar Athlete/Women's Volleyball Team, Pennsylvania Western University, Clarion, PA, 20XX-20XX

Member, Delta Zeta Sorority, 20XX-20XX

COMMUNITY OUTREACH

Volunteer, Clarion-Limestone PTA

Buddy, Special Olympics Clarion County

Youth Group Leader, Sacred Heart Catholic Church

Member, American Legion Post 15

ADDITIONAL WORK EXPERIENCE

Childcare Provider, ABC Child Development Center, DuBois, PA, 20XX- Present

- Provide care and help implement daily lessons and curriculum for children ages 6 months-5 years

Here are some other possible sections you might want to include:

Relevant Technology

Relevant Coursework and Labs

Research

Languages

Computer/Technology

First and Last Name (Registered Nurse Example)

(Address optional)

rnurse@gmail.com | (814) 393-1728

EDUCATION

Washington Health System School of Nursing, Washington, PA (ACEN Accreditation)

Diploma - Registered Nurse, Month 20XX

CLINICAL EXPERIENCE

Clinicals, Washington Health System School of Nursing, Washington, PA, Month 20XX-Month 20XX

- Emergency Care (XXX hours)
- Labor & Delivery (XXX hours)
- Mental Health (XXX hours)
- Medical/Surgical Unit (XXX hours)

SKILLS

- CPR Certified, American Heart Association
- Understanding of Cerner computer system to accurately document, chart, and obtain information
- Administer medications via oral, topical, parenteral, subcutaneous, and intramuscular routes
- Provide nursing care services: vital signs, EKG, catheters, feeding tubes, suctioning, IV care
- Complete full assessments with proper documentation
- Utilize critical thinking skills to generate plans of care for multiple patients including assessments, nursing diagnosis, planning interventions, and evaluating outcomes
- Educate patient/family on disease processes, plan of care, medications, and pain management

CAREER RELATED WORK EXPERIENCE

Certified Nursing Assistant, Guardian Healthcare, Brookville, PA, Month 20XX-Present

- Assist with all activities of daily living such as dressing, grooming, bathing, feeding, toileting, colostomy care, transferring, walking, prosthetic appliances, positioning, range of motion exercises, and communicating
- Under the supervision of the nurse, record vital signs and weights, apply non-prescription creams/ointments, and collect specimens
- Report any changes in the condition of residents to the supervising nurse

Patient Transporter, Penn Highlands, DuBois, PA, Month 20XX-Month 20XX

- Transported patients to and from testing areas of the hospital/ discharge patients
- Monitored Wheelchair and cart placement hospital wide
- Replenished oxygen tanks on an as needed basis in fireproof safes on the floors
- Transported patient specimens to histology lab

VOLUNTEER EXPERIENCE

Volunteer, WRC Senior Services, Brownsville, PA, Month 20XX-Month 20XX

- Assisted staff in all aspects of day care program, recreation and meal services

ADDITIONAL WORK EXPERIENCE

Childcare Provider, ABC Child Development Center, DuBois, PA, 20XX-Present

- Provide care and help implement daily lessons and curriculum for children ages 6 months-5 years

Crew Member, McDonald's, Uniontown, PA, Month 20XX-Month 20XX