**Ritu Saini **

**3/17kemp street ,Woodville-5011. Adelaide, S.A.**

**0430786177 paakhi\_r@yahoo.com**

Dedicated, skilled EN with a broad range of health care experience and completion of nursing program at the University school of nursing. Academic background includes Secondary Education & Diploma in nursing from India. Caring professional with superior communication and management skills, Licensed in Australia & India, looking for a responsible and challenging position in the field of nursing.

**ACADEMIC BACKGROUND:**

|  |  |  |  |
| --- | --- | --- | --- |
| **Degree/Exam.** | **Institute/Univ./Board** | **Year** | **Performance** |
| **Bachelor of Nursing (Post Registration)** | **University of Ballarat** | **2011-2012** | **Pursuing** |
| **Enrolled Nursing division-2** | **Equals International** | **2009-2010** | **CA** |
| **Cert-III in aged Care** | **Equals International** | **2009** | **CA** |
| **Diploma in Nursing & Midwifery** | **Baba Farid University , India** | **2004-2007** | **86%** |
| **10+2** | **Haryana Board , India** | **2001-2002** | **54%** |
| **10th** | **Haryana Board , India** | **2000-2001** | **78%** |

**PROFESSIONAL EXPERIENCE:**

**Current**

*Enrolled Nurse (Since Feb 2011)* Uniting Care Wesley Port Adelaide

**Previous.** *Personal care Attendant (March 2010-january 2011)*

*Registered Nurse/Staff Nurse* (December 2007-february 2009)

***Responsibilities Included:***

* **Performed clinical tasks according to hospital policies and procedures.**
* **Implement patient care for up to 4-6 patients per section.**
* **Scheduled patient admissions and discharges.**
* **Assess patient status and notify physicians of clinical changes.**
* **Interact with departments regarding patient care.**
* **Educate patients/families on health care needs, conditions, options etc.**
* **Evaluate staffing requirements including floor assignments.**
* **Maintained patient charts and confidential files, develop rapport with patients, family, staff and physicians**
* **Monitored and maintained patient charts.**
* **Assisted patients and family members in the education of health care needs.**
* **Checking vital signs and documentation**

***SKILLS:***

* **More than 1 year 6 months of experience in the field of nursing and serving people.**
* **Sound knowledge of the medical terminology and use of equipments and advance technologies.**
* **Energetic and hardworking with the ability to adapt the environment very easily.**
* **Exceptionally good communication and demonstration skills.**
* **Great ability to deal with the problems and queries of patient and their families.**
* **Provided the competent and dignified patient care.**

**Registration History: *(previous& currently registered with)***

* **AHPRA (Australian Health Practitioner Regulation Agency): EN Reg No. NMW0001597407**
* **Punjab Nurses Registration Council : Registered Nurse No. 37276**
* **Punjab Nurses Registration Council : Registered Midwife No. 37286**
* **The Trained Nurses Association of India: THAI NO. 166438/LMT**

**References:**

**Elizabeth Sinclair(CNC) , Phone number-83463052**

**Hamed Afrouzeh.** **RN,** Seaton Aged care Facility

Mob.0412451393

Date -03/08/2011