

**John Smith**  
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New York  
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**Objective:** Interested in finding a position as a licensed vocational nurse, with a reputed hospital/health center.

**Experience:**

3/3/2005  
to Present

**GPL Health Center**

**New York**

*Licensed Vocational Nurse*

- ◇ Collected samples such as blood, urine and sputum from patients, and perform routine laboratory tests on samples.
- ◇ Made appointments, kept records and performed other clerical duties in doctors' offices and clinics.
- ◇ Washed and dressed bodies of deceased persons.
- ◇ Assisted in delivery, care, and feeding of infants.
- ◇ Inventoried and requisitioned supplies and instruments.
- ◇ Provided medical treatment and personal care to patients in private home settings, such as cooking, keeping rooms orderly, seeing that patients were comfortable and in good spirits, and instructing family members in simple nursing tasks.
- ◇ Set up equipment and prepared medical treatment rooms.
- ◇ Sterilized equipment and supplies, using germicides, sterilizer, and autoclave.
- ◇ Applied compresses, ice bags, and hot water bottles.
- ◇ Prepared patients for examinations, tests and treatments and explained procedures.
- ◇ Answered patients' calls and determined how to assist them.
- ◇ Assembled and used equipment such as catheters, tracheotomy tubes, and oxygen suppliers.
- ◇ Evaluated nursing intervention outcomes, conferring with other health-care team members as necessary.
- ◇ Recorded food and fluid intake and output.
- ◇ Worked as part of a health care team to assess patient needs, plan and modify care and implement interventions.
- ◇ Supervised nurses' aides and assistants.
- ◇ Helped patients with bathing, dressing, personal hygiene, moving in bed, and standing and walking.
- ◇ Measured and recorded patients' vital signs, such as height, weight, temperature, blood pressure, pulse and respiration.
- ◇ Administered prescribed medications and started intravenous fluids,

- and noted times and amounts on patients' charts.
- ◇ Observed patients, charting and reporting changes in patients' conditions, such as adverse reactions to medication and treatment, and taking any necessary action.
- ◇ Prepared food trays and examined them for conformance to prescribed diet.
- ◇ Provided basic patient care and treatments, such as taking temperatures and blood pressure, dressing wounds, treating bedsores, giving enemas, douches, alcohol rubs, and massages, and performing catheterizations.
- ◇ Cleaned rooms and made beds.

**License:** Licensed to practice nursing in the state of New York

**Education:** **State University of New York** **New York**  
*Bachelors Degree in Nursing* 2005

**References:** Available upon request