

John Smith

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Objective: An interesting position as a Nurse Supervisor with a leading healthcare center/hospital.

Experience: *GPL Healthcare center* *New York*
Supervisor, Evening-Or-Night Nurse 3/3/2007 to Present

- ♦ Planned, organized and directed activities for night shift of hospital nursing department.
- ♦ Established policies and procedures for nursing department, following directions of hospital administrators.
- ♦ Observed techniques of, and services rendered by, nursing staff to ensure adherence to hospital guidelines.
- ♦ Demonstrated techniques for nursing students and new personnel in order to provide training and direction.
- ♦ Identified problem areas in nursing department, such as understaffing, absenteeism and wastefulness and took corrective action.
- ♦ Monitored use of supplies and equipment to avoid abuses and requisitions supplies.
- ♦ Responded to various departments requesting emergency assistance and assigned staff accordingly during emergencies.
- ♦ Prepared work schedule and assigned duties to nursing staff in department for efficient use of personnel.

License: Licensed to Practise in the State of New York

Education: *State University of New York* *New York*
Bachelors Degree in Nursing 2007

References: Available upon request