

John Smith

123 Parkway drive
New York
999-999-9999
johnsmith@xyz.com

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