Janice Smith

Cairns, QLD 4870 Phone: 0412345678

Email: janice.smith@my.jcu.edu.au LinkedIn: linkedin.com/in/janice-smith

Linkeum. <u>iiinkeum.com/m/janice-smiti</u>

PROFESSIONAL SUMMARY / CAREER STATEMENT / PROFILE (Optional)
I am a motivated and caring final year Nursing Science student with a passion for rural nursing. In addition to my studies, I have over two y

customer service roles in medical practices and I am ready to use my up-to-date skills and knowledge in my new career as a Registered Nurse.

EDUCATION

2022 Current Bachelor of Nursing Science

James Cook University, Cairns, QLD Expected completion date: November 2024

Relevant Achievements

Grade Point Average: 5.7 (scale 1-7, 7 being highest)

Awarded the XXXX scholarship.

Received High Distinction for XXXXXXX subjects.

2021

Year 12 Senior Certificate

Cairns State High School, QLD

Achievements

Social Justice Captain, active member of the Student Representative Council

CLINICAL PLACEMENTS

2024

Community Child Health Centre, Cairns, Aug Oct (240 hours)

Progressively established therapeutic interpersonal relationships with mothers, neonates and toddlers.

Competently conducted initial consultations during home visits, including handling neonates and assisting mothers with feeding. Supported Buddy RN with the Infant Feeding Support Program, the Early Breast-Feeding Clinic and First Steps Program.

OPTIONAL)

2023

Cardiac Ward, Townsville Hospital, Aug Oct (120 hours)

Successfully arranged both the admission and discharge of several patients.

Skillfully prepared, administered and managed IV therapy (including additives), and safely dispensed medications. Contributed to two code blues, e.g. with ABG retrieval. Gained valuable knowledge surrounding the use of CPAP

and BIPAP machines.

OPTIONAL)

Tip If you decide to add a Professional Summary or Profile, keep it brief. It is a summary of your skills, strengths, addievements and key experiences relevant to the role. It should also convey

2022 General Surgery Unit, Cairns Hospital, Aug Oct (80 hours)

Conducted baseline neurovascular observations for signs of post-op complications.

Prepared and dressed an acute post-op wound aseptically.

Safely prepared and managed the delivery of Intravenous Fluids (no additives), including

hanging, priming, calculating and setting the rate.

2022 **Mossman Aged Care Facility, Mossman,** May June (80 hours)

Developed and maintained therapeutic relationships with all patients.

Accurately documented and reported on patient care.

Participated in handover of patients to other allied health staff.

PROFESSIONAL DEVELOPMENT

2024 Mental Health First Aid Course, James Cook University

2023 /Span &MCID 12/Lang (en-AU) >BDC q0.0000088690 59.2 841.9 reW*n3(d)8()-7(h)8(e)8(a)8(l)8(t)-7(h)8

MEMBERSHIPS

2023 current Committee member - JCU Nursing Students Association

INTERESTS

Member of Cairns Tigers Hockey Club Captain of Tigers team - open age

Keen traveller backpacked through South America and Asia

Tip List interests that relate to your work life and give an indication of your personal qualities or abilities e.g. leadership, resilience, teamwork, self-care.

REFEREES

XXXX

Nurse Unit Manager
Community Child Health Centre, Cairns
Phone: XXXX
Email: XXXX

Nurse Unit Manager
Mossman Hospital
Phone: XXXX
Email: XXXX

Tip Ask permission first and keep your referees informed they need to know what you are applying for so that they are prepared when an employer contacts them to find out more about you.

Need more help? Go to www.jcu.edu.au/careers for more resources

Information Sheets: Action Verb List, Can a robot read your Resume?

Employability Edge: Master Written Applications module

Big Interview: combine training and practice to improve your interview techniques

Make an appointment with the Careers and Employability Team to discuss your job search