

# Amanda Nurse

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## Professional Objective

Highly motivated, compassionate new graduate seeking employment in a nationally accredited new graduate nursing program at a hospital that values patient-centered care and evidence-based practice.

Alexis Horst 3/11/2015 11:15 AM

**Comment [1]:** This objective is fairly vague and does not refer to a specific job posting or hospital. It should either be focused on a particular position or deleted.

## Education

**University of Colorado College of Nursing, Aurora, CO** 2014

- Bachelor of Science in Nursing, GPA 4.0

**University of Colorado College of Arts and Sciences, Boulder, CO** 2011

- Bachelor of Arts in Integrative Physiology, GPA 3.94
- Degree Honors: With Distinction

Alexis Horst 3/11/2015 12:45 PM

**Comment [2]:** Higher education degrees that demonstrate a breadth of experience should be included on your resume. High-school experience should not.

## Selected Clinical Experience

Completed more than 750 clinical hours, including direct patient care, simulation, and community outreach.

Alexis Horst 3/11/2015 12:48 PM

**Comment [3]:** A table can be a great way to organize a lot of clinical hour experience into a more understandable, skim-able, and reader friendly format. FYI that some employers discourage listing clinical hours because they're familiar with nursing curriculum. If your resume is lean, include it. If your resume is more established, pare it down.

Course	Hospital	Unit	Hours
Integration of Nursing Science and Practice I and II (Medical Surgical I)	University of Colorado	Medicine Sub-Specialties	48
Nursing Care of Childbearing Families (Obstetrics)	St. Joseph's	Labor and Delivery, Mom/Baby, NICU	72
Nursing Care of Children and Families (Pediatrics)	Children's Hospital Colorado	Medical Surgical	72
Mental Health Nursing	Veteran's Affairs Medical Center	Psychiatric	90
Complex Care (Medical Surgical II)	Porter Adventist	Telemetry, Oncology, Medical Surgical	120
Public Health Nursing	Aurora Mental Health	Primary Care Clinic	105
Transformational Nursing: Advanced Practicum	University of Colorado	Medical ICU	180

## Professional Certifications

- Certified Nursing Assistant (CNA), Colorado license 11111 2011 - present
- Qualified Medication Administration Person (QMAP), Colorado license 11111 2012 - present
- American Heart Association Basic Life Support 2012 - present

Alexis Horst 3/11/2015 12:50 PM

**Comment [4]:** Because this list of certifications is impressive, it might actually make more sense to put it after Education. If your certifications section would only include the Basic Life Support, you can probably assume that employers know you have this and leave it off your resume altogether.

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## Healthcare Experience

**Sunrise at Flatirons, Broomfield, CO** 2012 - present

*Care Manager*

- Competently provide care for long term care residents with multiple chronic illnesses and comorbidities with the goal of enhancing their quality of life.
- Assist residents with vital signs, assessment
- Safely administer medications to residents
- Create patient-centered resident care plans in collaboration with an interdisciplinary healthcare team

Alexis Horst 3/11/2015 12:54 PM

**Comment [5]:** Amanda Nurse might consider combining or cutting bullets to avoid being too wordy. The second bullet point doesn't say a whole lot and could be more compelling if combined with the third bullet, for example.

## Leadership Experience

**University of Colorado College of Nursing, Aurora, CO**

*Student Council Class Representative* 2013- 2014

- Served as a liaison between classmates and College of Nursing administration in order to make a positive impact on the Bachelor of Science in Nursing program.
- Attended interdisciplinary campus-wide meetings in order to coordinate community outreach activities with College of Nursing administration.

Alexis Horst 9/21/2015 1:49 PM

**Comment [6]:** Notice that in this position, Amanda Nurse's bullet points have periods, while in other positions, the bullet points do not. Consistency is key, so the periods here should be removed.

**The Gold Crown Foundation, Lakewood, CO** 2012 & 2013

*Junior Golf Instructor*

- Accountable for organizing, planning, and teaching junior golf clinics for children ages 4- 17.
- Developed excellent communication and customer service skills

Alexis Horst 9/21/2015 1:48 PM

**Comment [7]:** Highlighting transferrable skills that apply to the healthcare field is important with previous employment. Organizing and planning, as well as developing communication skills, is an important part of managing patient care and thus should be listed with previous employment.

**University of Colorado, Boulder, CO**

*Teaching Assistant* 2011

- Assisted undergraduate students in the completion of a semester-long Human Physiology Lab
- Tutored students on a variety of topics related to human physiology

## Community Involvement

**Flatirons Community Church, Denver, CO**

*Buddy Break Volunteer* 2013 - present

- Participate in Respite program for kids with special needs

**Camp WapiYapi, Evergreen, CO**

*Camp Companion* 2010

- Organized activities for campers with cancer
- Communicated with campers, parents, and nurses regarding daily activities

Alexis Horst 3/11/2015 12:54 PM

**Comment [8]:** Always think strategically about the organization of your resume: Though volunteer/community experience typically appears at the end of a resume, it's still valuable. If your volunteer experience has more breadth and depth, consider it against the other information you're including and sequence it appropriately.