

JXXXXX SXXXX, LVN

1234 Cinnamon Dr. #109 ♦ Some City, TX 78999 ♦ (210) XXX-60XX
xxxxnurse@gmail.com

PROFILE

- Focused and highly motivated individual who combines clinical experience with compassion to meet the challenges facing today's healthcare organizations.
- Certification in Basic Life Support and in the process of obtaining Advanced Cardiac Life Support Certification from the American Heart Association.
- Dedicated individual; reputation for constantly going beyond what is required.
- Quick learner, honest, well organized, able to meet deadlines, and enjoy working in a team.
- Can read, write, and speak Spanish fluently.

EDUCATION

XXX College of Nursing, LVN: 2011-2012

1234 Test Rd, Some City, TX

EXPERIENCE

Clinical rotations include experience at Xxxx State Hospital, The Xxxx on Xxxx Senior Health Care, Xxxx Child Xxxx Center, Xxxx Health and Rehab Center, Xxxx Diabetes Institute, and Xxxx Hospice Care.

CLINICAL SKILLS

Medication administration, tracheostomy care, wound care, dressing changes, colostomy care, foley insertion, patient transfers, injection administration, peg tube care, NG tube care, care of total dependent patients, ADL assist, assessments, chart documenting, electronic charting, care plans, patient education (English and Spanish), BLS Certification.

EMPLOYMENT HISTORY

Web Designer

Self Employed 03/2003 — 01/2011

- I worked closely with clients to design and maintain several online stores including CovenantHealthXXX.com, BruteForceXXX.com, and many others.
- I designed using HTML, PHP, CSS, XHTML and javascript programming languages.
- My priority was to keep each customer satisfied with my work and to complete each project in a timely and professional matter.

REFERENCES

Rxxa M. Xxxx

Executive Adm. Asst/Medical Staff Coordinator

Xxxxx Rehabilitation Hospital

Phone: (XXX) XXX-5361

Dxxa N. Rxxx

Xxxx Nursing Clinical Instructor

Phone: (XXX) XXX-3613

Bxxa R. Xxxx

Xxx College of Nursing Clinical Instructor

Phone: (XXX) XXX-5821

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January 7, 2013

Dear Hiring Manager,

I am writing this cover letter with an enclosed resume to apply for a Licensed Vocational Nurse position.

I am a motivated Licensed Vocational Nurse with certification in Basic Life Support and in the process of obtaining Advanced Cardiac Life Support Certification from the American Heart Association.

I am a quick learner, honest, well organized, able to meet deadlines, work well under pressure, and enjoy working in a team. My demonstrated organizational skills and time management skills derive from my clinical learning experiences. Apart from the prescribed duties of an LVN, I also like to maintain good relationships with patients and their families.

I have always been a very hard worker and know that I would be a good asset to anyone's company.

I would be grateful for the opportunity to meet you at your most convenient time so I can further discuss my background, qualifications, and interest in detail. Thank you for your consideration. Please feel free to call me anytime at XXX-XX0-604X or at xxxnurse@gmail.com if you need any additional information.

Sincerely,

Xxxx Sxxx, LVN

Enclosure: Resume