

Sample Resumes for Nurses

SAMPLE RESUME I

ERIKA L. NURSE

Home Address:

103 Sycamore Drive
Baltimore, MD 21042
301/777-8739

Local Address:

14 West Main Street
Newark, DE 19711
302/555-7154

Education

Bachelor of Science in Nursing, University of Delaware, Newark, DE (May 2006)
Studies have included focused courses in emergency and neuroscience nursing.

Clinical Experience

Medical/Surgical II, Veterans Administration Hospital, Wilmington, DE. (October to December 2005)
Pediatrics, Christiana Hospital, Wilmington, DE. (September-October 2005)
Homeless Health Care, Elective Clinical Experience, Mary Mother of Hope House III, Wilmington, DE. (February- May 2006)
Psychiatric, Delaware State Hospital, Wilmington, DE. (April-May 2006)
Medical/Surgical I, Union Hospital, Elkton, MD. (February-April 2006)
Geriatrics, Leader Nursing Home, Wilmington, DE. (October-December 2005)
Maternity, Christiana Hospital, Wilmington, DE. (September- October 2005)

Related Experience

Acute Rehabilitation Nurse Externship, Good Samaritan Hospital, Baltimore, MD.
Responsible for total care of several patients. (Summer 2005)
Medical Surgical Unit Secretary, Saint Agnes Hospital, Baltimore, MD. (Summer 2004)

Other Special Skills

Sign Language I and II, Course electives, University of Delaware, Newark, DE. (February-December 2004)

Activities

Student Nursing Organization (SNO), Member	2003-present
Clinical Representative	September-December 2004
Alpha Omicron Pi Sorority, Active Member	2003-present

References available upon request.

SAMPLE RESUME II

ERIKA L. NURSE

erikan@udel.edu

Home Address:

103 Sycamore Drive
Baltimore, MD 21042
301/555-1234

Local Address:

14 West Main Street
Newark, DE 19711
302/555-4321

Education

Bachelor of Science in Nursing, University of Delaware Newark, DE (May 2006)
Studies have included focused courses in emergency and neuroscience nursing.

Clinical Experience

Clinical practicum has included experience at Veterans Administration Hospital, Christiana Hospital, Union Hospital, Leader Nursing Home, and Evans Rehabilitation Clinic in Wilmington, Delaware.

Related Experience

Acute Rehabilitation Nurse Externship, Good Samaritan Hospital, Baltimore, MD.
Responsible for total care of several patients. (Summer 2005)

Medical Surgical Unit Secretary, Saint Agnes Hospital, Baltimore, MD.
(Summer 2004)

Other Special Skills

Sign Language I and II, Course electives, University of Delaware, Newark, DE. (February-December 2004)
Word Processing, proficient in WordPerfect 6.0
Can read, write, and speak Spanish fluently.

Other Work Experience

Assistant, Little Tots Day Care, New Castle, DE. Experience caring for children ages 6 months-5 years in private day care facility. Planned age appropriate play activities for children. (Summers 2002-2003)

Sales Associate, Macy's Christiana Mall, Newark, DE. Performed sales transactions. Provided customer service. Displayed ability to communicate with a variety of people. (May-September 2000-2001)

Activities

Student Nursing Organization (SNO), Member	2003-present
Clinical Representative	September-December 2004
Alpha Omicron Pi Sorority, Active Member	2003-present

References available upon request.

SAMPLE RESUME III

ERIC R. NURSE

ericr@udel.edu

Home Address:

1310 N. Lincoln Street
Wilmington, DE 19806
302/656-0000

Local Address:

110 Ray Street
Newark, DE 19716
302/837-0000

OBJECTIVE

To obtain a position as a registered nurse.

EDUCATION

Bachelor of Science in Nursing, University of Delaware, Newark, DE (May 2006)

Studies have included focused courses in neuroscience nursing, honors nursing research, alcohol and drug-related illnesses and an advanced twelve-week psychiatric clinical rotation.

GPA: 3.6/4.0; Dean's List, six semesters

CLINICAL EXPERIENCE

Rehabilitation Nursing Assistant, Good Samaritan Hospital, Baltimore MD. Assist with total care of patients recovering from amputations, cerebral vascular accidents; hip and knee replacements and spinal cord injuries on a forty-five bed rehabilitation unit. Collaborate, with members of an interdisciplinary team. Experience with patient transfers, catherizations and wound care. (October 2005-present)

Nurses Aide, Madonna Heritage, Jarettsville, MD. Assisted senior citizens with activities of daily living. (December 2004-January 2005)

OTHER WORK EXPERIENCE

School-year employment, University of Delaware, Newark, DE. Supervised group of student workers selling parking tickets at home collegiate football games. Responsible for collecting and recording profit. Maintained official score book at home collegiate basketball games. Performed duties at the 1998 North Atlantic Conference Men's Basketball Tournament held in Newark, DE. (Fall 2002-present)

Supervisor, Fallston Club Inc., Fallston, MD. Supervised snack bar employees at private swim/tennis club. Responsible for opening and closing facility, receiving incoming deliveries, delegating duties operating cash register and handling daily profits. Served as short-order cook. (Summers 2002 and 2003)

HONORS

- ❑ **Phi Kappa Phi Honor Society**, member
- ❑ **Sigma Theta Tau International Society of Nursing**, member of Beta Xi Chapter
- ❑ **Golden Key Honor Society**, member

ACTIVITIES

- ❑ **Kappa Alpha Theta Fraternity**, charter member of Zeta Tau Chapter
- ❑ **Student Nurse's Organization**, member
- ❑ **Tutor**, pathophysiology course (2004)
- ❑ **National Student Nurses' Association**, member (2002-2006)
- ❑ **Volunteer**, Fallston General Hospital (1999-2001)

CLINICAL ROTATION

Clinical practicum has included experience at Methodist County House, St. Francis Hospital, A. I. Du Pont Institute, Christiana Hospital, V.A. Hospital in Elsmere, DE, and MeadowWood Hospital

References available from Career Services Center, University of Delaware, Newark, DE 19716 - 302/831-1232

SAMPLE COVER LETTER

10 Madison Drive
Newark, DE 19711

January 30, 2006

Ms. Susan Walsh, RN, BSN
Nurse Recruiter
The Medical College of
Pennsylvania Hospital
330 Henry Avenue
Philadelphia, PA 19129

Dear Ms. Walsh:

In May 2006, I will graduate from the University of Delaware with a Bachelor of Science Degree in Nursing. As a teaching facility with a wide variety of clinical settings, your hospital offers the opportunity for me to further develop my knowledge and skills and grow as a professional nurse. I would like to apply for a position as a graduate nurse at The Hospital of the Medical College of Pennsylvania.

As my enclosed resume indicates, I pursued excellence in nursing studies as demonstrated by my academic honors. My clinical experience and volunteer work have effectively prepared me to begin employment as a graduate nurse. Seeing clients in their homes through my Visiting Nurse Association experience has given me insight into the holistic needs of hospitalized clients so that they may successfully adapt and continue recovery at home.

Thank you for giving my resume careful consideration. I am looking forward to meeting with you soon to discuss possible employment with the Hospital of the Medical College of Pennsylvania.

Sincerely,

Erika Nurse

Enclosure