

MIKAYLA SHEPPARD

Conroe, TX • 832-372-9458 • mikaylasheppard10@gmail.com

March 8, 2022

Dear Hiring Manager,

As a nurse that loves caring for others, the advertisement for your organization or hospital sparked my interest. It has been a dream of mine for as long as I can remember to work with those who cannot care for themselves. When reviewing the position requirements and your organization's website, I was excited to find that my qualifications and personal strengths align with your needs and mission.

I bring a comprehensive set of skills that I believe will be valuable to your Hospital. In my nurse role, I honed my abilities in patient care and patient safety, providing a firm foundation for the Registered Nurse position. I believe my decision-making, people-centered personality, and compassion have prepared me for a role on your staff.

I am excited to contribute my talents and skills towards your team efforts. As an engaging communicator with a proven track record in time management my focus on building strong professional relationships has been a beneficial asset throughout my career.

Please review my enclosed resume of my work history and accomplishments. I would appreciate the opportunity to interview with your team. I'm eager to discuss how my personality and background fit the Registered Nurse role.

Thank you for your time and consideration.

Sincerely,
Mikayla Sheppard

Mikayla G. Sheppard

Conroe, TX 832-372-9458 mikaylasheppard10@gmail.com

OBJECTIVE: To have an opportunity to be considered to work as a Registered Nurse within your facility, obtain new certifications and use the skills learned and formed while attending nursing school.

EDUCATION: **Bachelor of Science in Nursing**
Lowenberg College of Nursing | University of Memphis-Lambuth
May 2021

Associate of Biology in General Studies
Temple College, Temple, TX
May 2015

RELEVANT COURSES: Clinical Pathophysiology | Pharmacology in Nursing | Pediatrics | Evidence Based Practice Nursing | Healthcare Leadership | Common & Complex Health Alterations | Geriatrics in Nursing | Fundamentals of Nursing | Community Health | Transitions/Leadership

LICENSURE: Registered Nurse, TN, June 2021

CERTIFICATION: **Basic Life Support** valid through July 2023
Advanced Cardiovascular Life Support valid through July 2023
Bereavement Certification will be obtained November 2021

EXPERIENCE:

Texas Children's Hospital West Campus, Katy, TN | January 2022 – Present
| Registered EC Nurse

- Gave and received bedside report, pulled and gave medications, work side by side with nurse practitioners and physicians, admit patients to the inpatient units, discharge patients with important education.

Jackson Madison County General Hospital, Jackson, TN | June 2021 – December 2021 | Registered Nurse

- Give and receive bed side nursing report, pull and give medications, help patients perform ADLs, work alongside other teams in the hospital, discharge patients and perform well with coworkers.

Jackson Madison County General Hospital, Jackson, TN | May 2021 – June 2021 | Nurse Graduate

- Participated in bedside nursing report, learned the how to chart in the Cerner system, head to toe assessments per shift, pulled and gave medications, transferred and received new patients, called and updated families, resumed helping with ADLs and any other patient needs.

Jackson Madison County General Hospital, Jackson, TN | Oct 2020 – May 2021 | **Patient Care Technician**

- Assisted patients with ADLs, bathing & hygiene, eating meals, and keeping rooms clean and neat.
- Charted I/Os, daily weights, meal percentages, baths & bed changes, and hourly rounding on patients.

Jackson Madison County General Hospital, Jackson, TN | Oct 2019 - Oct 2020 | **Admissions Representative**

- Managed the admissions & discharges of patients in the computer system.
- Changed patient's primary doctors, made patient transfers, processed direct admits from outside the hospital in the internal computer system.

Jackson Madison County General Hospital, Jackson, TN | 2015 - 2016 | **Patient Care Technician**

- Assisted patients with ADLs, bathing & hygiene, eating meals, and keeping rooms clean and neat.
- Charted I/Os, daily weights, meal percentages, baths & bed changes, and hourly rounding on patients.

LeBonheur Children's Hospital, Memphis, TN | Fall 2020 | **Clinical Practicum**

- Assisted nurses in patient care, passing medications, and observing surgeries.

Lakeside Behavioral Health System, Memphis, TN | Spring 2019 | **Clinical Practicum**

- Engaged in therapeutic communication with patients.

Jackson Madison County General Hospital, Jackson, TN | Spring 2018 – Spring 2021 | **Clinical Practicum**

- Assisted nurses in charting patient care, passing medications, and helping perform baths & ADLs.
- Assessing, planning, and prioritizing care of hospitalized patients.

ACTIVITIES:

Go Red for Women Dinner | Spring 2018 | **Volunteer**

Student Nurses Association | 2018-2021 | **Member**

