

# Sheetal Sharma

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## Work Experience

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### **Material Handler**

Volt Workforce Solutions - Elk Grove, CA

November 2021 to Present

- Receive all material into the warehouse
- Inspect and test all material that is received
- Attention to detail when receiving and inspecting consumer products
- Pick/Pack/Sort inventory in the warehouse
- Scanning/labeling inventory using RF scanners
- Exceed production and safety standards

### **Registered Nurse**

Ministry of Health and Medical Services - Suva

May 2012 to May 2021

- Monitoring vital signs and assessing patients and referring to doctors accordingly to effectively plan out nursing care throughout stay in the Emergency Department.
- Admission and discharge of patient in the ward and orientation toward layout and protocols
- Administration of drugs: intravenous, intramuscular, subcutaneous and oral medications as prescribed by the Medical Officer. Administration of blood and other blood related products as ordered by the Medical Officer. Administration of Medication Infusions as per protocols as ordered by the Medical Officer.
- Maintained and monitored the privacy, security, and integrity of protected health information in accordance with HIPAA and other applicable standards
- Providing counselling and health education to patients and relatives before discharges in order to make patients understand treatment and follow up care.
- Update knowledge by participating in educational opportunities. Enhance organization reputation by accepting ownership for accomplishing new and different requests.
- Reliable, ethical healthcare RN with the ability to calm and intervene during crises facilitate groups and collaborate on multidisciplinary teams. Proven ability to build relationships with patients ,family members, physicians and other medical professionals.
- Listen to patients and analyze their physical and emotional needs. Stay current with advances in health care options, medications, and treatment plans.

## Education

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### **Bachelor's Degree in Nursing**

Fiji National University

February 2018 to December 2018

## **Diploma in Nursing**

Fiji National University

March 2009 to March 2012

### Skills

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- Fluent in English and Hindi
- Teamworker and collaborative
- Eagerness to learn
- Computer skills- microsoft word ,excel and powerpoint

### Certifications and Licenses

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#### **Registered Nurse (RN)**