

BEFORE

SUSAN SMITH

SS2@son.jhmi.edu

Current Address

525 North Wolfe Street
Baltimore, MD 21210
(410) 555-1212

Permanent Address

525 North Wolfe Street
Boston, MA 02174
(617) 555-1212

EDUCATION

Johns Hopkins School of Nursing, Baltimore, MD

BSN expected 5/05 **GPA: 3.80**

Clinical Rotations: Geriatric care, Emergency Department, Labor & Delivery (Spring 2004), Pediatrics (Spring 2004)

Hiram College, Hiram, OH.

BA in Psychology, 2003

GPA: 3.85 in Psychology, 3.75 Overall.

Phi Beta Kappa

Psi Chi~ National Honor Society for Psychology

Alpha Sigma Nu~ National Jesuit Honor Society

Omicron Delta Kappa~ National Leadership Honor Society

LABORATORY & CLINICAL EXPERIENCE

JHUSON Student

- ❖ Familiar with administering subcutaneous, IM and ID injections.
- ❖ Experienced in taking vital signs.
- ❖ Educated in administering straight and indwelling catheters.
- ❖ Proficient in sterile procedures such as medicine administration, obtaining specimens, and catheterization.
- ❖ Basic Spanish proficiency including medical terminology.

WORK EXPERIENCE

Harbor Laboratory, Nantucket, MA.

Administrative Assistant, Summer of 2002 and 2003.

Department of Residence Life, Hiram College, Hiram, OH.

Resident Assistant, Fairfield University August 2001 – May 2003.

CULTURAL EXPERIENCE

Mission Volunteer: Duran, Ecuador

Hiram College Study Abroad: Galway, Ireland (5/25/02-6/7/02) and Florence, Italy (1/1/03-1/12/03)

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EDUCATION

Johns Hopkins University School of Nursing, Baltimore, MD

Bachelor of Science in Nursing degree candidate, expected May 2005

Cumulative GPA: 3.80/4.0

Hiram College, Hiram, OH

Bachelor of Arts in Psychology, 2003

Cumulative GPA: 3.75/4.0 Psychology: 3.85/4.0

PROFESSIONAL EXPERIENCE

Nursing Student, Johns Hopkins University School of Nursing, Baltimore, MD, 9/03-present.
Completed clinical rotations in geriatric care and emergency. Currently participating in Labor and Delivery.

- Obtain and complete current and past patient medical health histories.
- Generate patient care plans, including assessments, evaluations, implementations, interventions, outcomes, and nursing diagnoses.
- Work closely with multidisciplinary team and patient's family to provide patient care.
- Assist with vital signs, physical assessment and patient education.
- Familiar with administering subcutaneous, IM and ID injections.
- Administer straight and indwelling catheters.

Administrative Assistant, Harbor Laboratory, Nantucket, MA, Summers 2002-03

- Collected and filed Material Safety Data Sheets.
- Drafted directories and prepared spreadsheets using Microsoft Word and Excel.

Resident Assistant, Hiram College, Hiram, OH, August 2001- May 2003

- Assessed and responded to needs of 36 female residents.
- Created, planned, and implemented educational, cultural, and recreational programs.
- Counseled peers on personal, academic, and career concerns.
- Enforced and upheld university policies.

VOLUNTEER EXPERIENCE

Mission volunteer, Duran, Ecuador, Spring 2002

- Participated in medical mission that provided healthcare to infants and children.

LANGUAGE

Proficient in basic Spanish including medical terminology

HONORS

Hiram College, Hiram, OH

- **Phi Beta Kappa**
- **Psi Chi**, National Honor Society for Psychology