

# **CURRICULUM VITAE**

Kavita Verma

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## **Career objective:-**

- To gain knowledge that will help me to generate and implement what I have learned in order to benefit organization in best possible way and to do my job honestly.
- Seeking a position as a Clinical instructor in reputed institution where I can get excellent learning environment along with using my skills for the profitability of the students.
- Communicate with colleagues and students effectively.
- Exhibits the caring and empathetic behavior.
- Apply all ethical perspectives.

## **Key skills:-**

- Hard working
- Can manage critical situations easily
- Good problem solving skills
- Good verbal communication skills
- Sound knowledge of medical terminology
- Resource person

## **Job Responsibilities:-**

- Maintain professional dignity.
- Plans, organizes and helps in carrying out clinical work for students.

- Procedures for Patient care according to the need and experience with the Patients.
- Participating in in-service education programmes and other professional activities.
- Form protocols for various clinical areas.
- Utilize opportunity to enhance knowledge and skills.

**Educational background:-**

<b>Qualification</b>	<b>Board/ university &amp; year of passing</b>	<b>Institute</b>	<b>Percentage</b>
B.Sc. Nursing	Eternal University	Akal college of Nursing, Baru Sahib	76% ( <b>Won University Gold Medal</b> ) Distinction in Anatomy & physiology, Nutrition & Biochemistry, Pharmacology, Pathology and Genetics.
Higher secondary	C.B.S.E.(2010)	St. Bedes College, Shimla-6	74%
Matric	C.B.S.E.(2008)	Saraswati Vidya Mandir,Him Rashmi Parisar, Vikas Nager Shimla-9	77%

**NOTE: - Our College is in collaboration with Drexel University Philadelphia, Pennsylvania, USA.**

## **CLINICAL POSTINGS AND INTERNSHIP:**

### **1. Clinical Posting Experience:**

- ✓ Nursing Foundation (Akali Charitable Hospital, Baru Sahib)
- ✓ Medical Surgical Nursing-1 (Akali Charitable Hospital, Columbia Asia Gurgaon).
- ✓ Medical Surgical Nursing-2 (Akali Charitable Hospital, Indira Gandhi Medical College, Shimla).
- ✓ Child Health Nursing (Akali Charitable Hospital, Indira Gandhi Medical College, Shimla)
- ✓ Mental Health Nursing (Dr. Vidya Sagar Institute of Mental hospital, Amritsar)
- ✓ Visit to Dr. Bhatia's De-addiction centre and Pingal wada(Amritsar)
- ✓ Obstetric and Gynecological Nursing (Kamala Nehru Hospital, Shimla)

**2. Field posting:** Community Health Nursing Posting in Nearby Villages of Baru sahib.

**3. Internship -6 months:** Indira Gandhi Medical College, Shimla

## **SPECIAL ACHIEVEMENTS:**

- ✓ Participated & Organized School Health Programme at Dimber, Sirmour(2014)

### **Participated in International Conferences on :**

- Gynecology & Obstetrical Nursing: New Insight into Research, Diagnosis and Clinical Care at Akali College of Nursing, Baru Sahib(2014)
- Attended workshop on "human patient simulation scenario Women's health- healthy delivery (cultural)" program conducted by Drexel University Philadelphia at Akali college of Nursing, Baru Sahib, Distt. Sirmour (H.P.) (2014).
- Participated in International conference on "Innovative trends in community healthnursing" at Eternal University, Baru Sahib (H.P.) (2013).
- Participated in International conference on "Global Nursing" at Eternal University, Baru Sahib (H.P.) (2012).
- Participated in International conference on "Nursing informatics" at Eternal University, Baru Sahib (H.P.) (2011).

### **Other activities-**

- ✓ Organized Preconference Symposium on Substance Abuse and De-addiction & Workshop on HIV/AIDS(2014)
- ✓ Participated in workshop organized by Drexel University, Philadelphia, USA on the topic Simulation(2014).
- ✓ Participated in Organizing 4th Florence Nightingale Quiz Competition at Akal College of Nursing(2014).
- ✓ Participated in organizing conference on Gynecology & Obstetrical Nursing: New Insight into Research, Diagnosis and Clinical Care at Akal College of Nursing Baru Sahib(2014).
- ✓ Akal Charitable Hospital, Baru Sahib organizes free medical and surgical camps every year and I have voluntarily participated in all the camps.
- ✓ Have attended seminar on neonatal resuscitation at IGMCM, Shimla(2015)

### **AWARDS/HONOURS/RECOGNITIONS**

- ✓ University gold medalist for 2011-2015 batch.

### **EXTRA CURRICULAR ACTIVITIES:**

Participated in:

- ✓ Seminars
- ✓ Panel discussions
- ✓ Declamations & Debates
- ✓ Extempore (3<sup>rd</sup> position in University)
- ✓ Working model
- ✓ Poster making
- ✓ Cultural activities( Singing)
- ✓ Rallies in Community
  
- ✓ Cooking therapeutic diet
- ✓ Judo

### **RESEARCH EXPERIENCE:**

#### **B.Sc. Nursing (Group project):**

*Conducted a Group Research Project on:-* A DESCRIPTIVE STUDY TO ASSESS THE KNOWLEDGE AND ATTITUDE OF ADOLESCENT GIRLS REGARDING DYSMENORRHEA RESIDING IN BARU SAHIB DISTT. SIRMOUR (H.P) IN THE YEAR (2014-2015).

## **SKILLS**

- ✓ Good Communication Skills and Interpersonal skills.
- ✓ A Quick Learner and Motivated to gain High Achievements.
- ✓ Innovative thinker and quick grasping skills.

## **COMPUTER LITERACY:**

- ✓ Microsoft Word
- ✓ Microsoft PowerPoint
- ✓ Microsoft Excel

## **Strengths:-**

- Humble, responsible and punctual
- Effective communication skills
- Good organizational skills
- Fast learner, positive and leading attitude
- Creative mind
- Confident and fully dedicated to my work
- Team work ability

## **Personal details:-**

Father's name: Sh. Hem Singh Verma

Mother's name: Smt. Sunita Verma

Gender: Female

Nationality: Indian

Date of birth: 19-09-1992

Language known: English, Hindi& Punjabi

Address: Him Chetna Niwas, Lower Vikas Nager, Shimla (H.P) pin-171009.

Hobbies: Meditation, Singing, Writing poems, Listening music, Helping others.

**References:-**

**1. Dr. Harpreet Kaur**

Administrator

Akal College of Nursing

Baru Sahib

Contact Number: +919816441158

**2. Mrs. Ranjeet Kaur**

Principal

Akal College of Nursing

Baru Sahib

Contact Number: +919817120514

Office: +911799276012

**3. Mrs. Sujana Chakravarty**

Professor & HOD (Medical Surgical Nursing)

M.Sc.in Medical Surgical Nursing

Akal College of Nursing Baru Sahib (H.P.)

contact no. +919816511388

**Declaration:-**

Respected Sir/Madam,

The above given details are absolutely true. If I am given a chance to work in your esteemed organization, I ensure that I will do my best the entire satisfaction of my superiors to fulfill the goals of the organization.

Thanking you

Kavita Verma

Date: 03-09-2014

Place: Vikas Nager, Distt.-Shimla (H.P)