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Rn nursing resume template

Download our free nursing resume templates and cover letters in the format that works best for you: PDF or Microsoft Word/Google Docs.If you want to land your dream job in health care, there's one thing you need to perfect — your nursing resume.A well-written resume can help potential employers notice you and reach out for an interview.Whether you're a seasoned nurse or a new graduate still prepping for the NCLEX, this guide will help you write a resume that showcases your skills and proves you're the right candidate for the position.Plus, we've included a free nursing resume template for graduates and experienced nurses. Creating a nursing resume is more than just listing your qualifications.It's about telling your professional story, so it matches the type of nursing job you're applying for. It's also about highlighting your skills and achievements that make you the best fit for the position.Here are five tips for creating a resume that stands out.Before you start writing your resume, carefully read through the job description.Take note of the qualifications, skills, and experience required for the role.While using the same resume for every job application is tempting, it's important to customize your resume to each job listing.Take the time to read through the job description and requirements carefully, and then tweak your resume accordingly. Focus on highlighting the skills, experiences, and achievements most relevant to the job you're applying for.This will show the employer that you have taken the time to understand their needs and are a perfect fit for their open position.The reverse chronological format is good for new grads and experienced nurses.This format lists your experiences, starting with your most recent position.Avoid fancy fonts and stick to standard ones like Times New Roman or Arial.Describe your experiences using action verbs to make your accomplishments more impactful.If you're a new grad with no professional nursing experience, don't worry.There are still ways to make your resume stand out:Focus on your education. Your education is your strongest asset. Describe your coursework, relevant projects, and any honors or awards received.Detail your clinical rotations. Include specific details about your clinical rotations. Focus on the types of clients you cared for, the skills you developed, and any notable accomplishments.Highlight soft skills: Communication, teamwork, and problem-solving are key in nursing. Make sure to highlight these skills in your resume.Include internships or volunteer work. Add healthcare-related internships or volunteer work, as they show your commitment to the field.While not always necessary, a cover letter can give you an edge.A cover letter allows you to:Introduce yourself.Explain your interest in the position.Highlight key aspects of your resume.It's an opportunity to express your passion for nursing while demonstrating your knowledge of the job and the organization you're applying to.A nursing resume should include the following sections:Contact Information: Name, email, phone number, and LinkedIn profile (if applicable) Professional Summary or Objective: A brief overview of your qualifications and career goals Education: Degrees obtained and schools attended Licensure and Certifications: Your registered nurse (RN) license and any other certifications Clinical Experience: Details of clinical rotations, internships, or earlier jobs Skills: A list of relevant hard and soft skills related to nursing Awards and Honors: Any recognitions that showcase your achievements Additional Sections: Professional memberships and languages spoken (if applicable)To create a professional and effective nursing resume, avoid including:Personal Information: Don't include your age, marital status, photo, or social security number.Unrelated Work Experience: Focus on health care-related experience. Leave out unrelated jobs unless they provide transferable skills.Excessive Details: Keep it concise (ideally one page for new graduates). Avoid long paragraphs and unnecessary information.Negative Language: Always use positive language. Don't mention gaps in employment or why you left previous jobs.Unprofessional Email: Use a professional email address that includes your name.We'll include free nursing resume templates designed for different experience levels:New Grad Nurse Resume Template: A simple template for new graduates with little experienceExperienced Nurse Resume Template: A more detailed template for nurses with several years of experienceCover Letter Templates: A template to help you create a compelling cover letter to go with your resumeThe experienced and new grad nursing resume template allows you to tailor your resume for the job you're applying for.Download the template that fits your needs to start building your nursing resume today!Join SimpleNursing to get access to extra resources, beyond design templates, that will help you pass your exams and excel in your career.Our online platform has study materials and exam preparation strategies to help you succeed in your nursing journey.Benefits of joining SimpleNursing include:Detailed Video Lectures: Our platform offers detailed video lectures on various nursing topics to help you understand complex concepts.Practice Questions and Quizzes: Test your knowledge with our 3,000+ questions and custom quiz builder.Colorful study guides: Our study guides include colorful visuals and easy-to-understand content, making studying more engaging.Join SimpleNursing today and advance your nursing career! Download our free nursing resume templates and cover letters in the format that works best for you: PDF or Microsoft Word/Google Docs.If you want to land your dream job in health care, there's one thing you need to perfect — your nursing resume.A well-written resume can help potential employers notice you and reach out for an interview.Whether you're a seasoned nurse or a new graduate still prepping for the NCLEX, this guide will help you write a resume that showcases your skills and proves you're the right candidate for the position.Plus, we've included a free nursing resume template for graduates and experienced nurses. Creating a nursing resume is more than just listing your qualifications.It's about telling your professional story, so it matches the type of nursing job you're applying for. It's also about highlighting your skills and achievements that make you the best fit for the position.Here are five tips for creating a resume that stands out.Before you start writing your resume, carefully read through the job description.Take note of the qualifications, skills, and experience required for the role.While using the same resume for every job application is tempting, it's important to customize your resume to each job listing.Take the time to read through the job description and requirements carefully, and then tweak your resume accordingly. 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Focus on the types of clients you cared for, the skills you developed, and any notable accomplishments.Highlight soft skills: Communication, teamwork, and problem-solving are key in nursing. Make sure to highlight these skills in your resume.Include internships or volunteer work. Add healthcare-related internships or volunteer work, as they show your commitment to the field.While not always necessary, a cover letter can give you an edge.A cover letter allows you to:Introduce yourself.Explain your interest in the position.Highlight key aspects of your resume.It's an opportunity to express your passion for nursing while demonstrating your knowledge of the job and the organization you're applying to.A nursing resume should include the following sections:Contact Information: Name, email, phone number, and LinkedIn profile (if applicable) Professional Summary or Objective: A brief overview of your qualifications and career goals Education: Degrees obtained and schools attended Licensure and Certifications: Your registered nurse (RN) license and any other certifications Clinical Experience: Details of clinical rotations, internships, or earlier jobs Skills: A list of relevant hard and soft skills related to nursing Awards and Honors: Any recognitions that showcase your achievements Additional Sections: Professional memberships and languages spoken (if applicable)To create a professional and effective nursing resume, avoid including:Personal Information: Don't include your age, marital status, photo, or social security number.Unrelated Work Experience: Focus on health care-related experience. Leave out unrelated jobs unless they provide transferable skills.Excessive Details: Keep it concise (ideally one page for new graduates). Avoid long paragraphs and unnecessary information.Negative Language: Always use positive language. Don't mention gaps in employment or why you left previous jobs.Unprofessional Email: Use a professional email address that includes your name.We'll include free nursing resume templates designed for different experience levels:New Grad Nurse Resume Template: A simple template for new graduates with little experienceExperienced Nurse Resume Template: A more detailed template for nurses with several years of experienceCover Letter Templates: A template to help you create a compelling cover letter to go with your resumeThe experienced and new grad nursing resume template allows you to tailor your resume for the job you're applying for.Download the template that fits your needs to start building your nursing resume today!Join SimpleNursing to get access to extra resources, beyond design templates, that will help you pass your exams and excel in your career.Our online platform has study materials and exam preparation strategies to help you succeed in your nursing journey.Benefits of joining SimpleNursing include:Detailed Video Lectures: Our platform offers detailed video lectures on various nursing topics to help you understand complex concepts.Practice Questions and Quizzes: Test your knowledge with our 3,000+ questions and custom quiz builder.Colorful study guides: Our study guides include colorful visuals and easy-to-understand content, making studying more engaging.Join SimpleNursing today and advance your nursing career! Are you seeking a rewarding career as a Registered Nurse in a high-growth field? Now is a great time to hunt for your dream job. Our first-class Registered Nurse resume samples are the best starting point to make sure that your resume stands out from the crowd. After all, your resume is the first impression you give to the hiring organization. Do you want to make sure that your resume will get you that interview? We will walk you through it in detail in this How to make a Resume Guide for a Registered Nurse. Or download these examples in PDF at the bottom of this page for free Contact information Profile Summary Work History Achievements Education Skill Section Certification & licensing Extras: Languages/Awards/Publications/Volunteering/hobbies > Professional information First Name and Last Name Email Physical Address LinkedIn Profile / Portfolio Link No matter how short or long you have been working as a Registered Nurse, there are a few key things that employers need to know to make sure you are a good fit for their team. As a Registered Nurse, you'll play an essential role in promoting health and wellness, and help improve the quality of life of people. Your responsibilities involve caring for all kinds of patients, but it will vary depending on your specialization and the organization. The first thing to highlight in your resume is your experience with a diverse patient population and your specialties such as neonatology, critical care, gerontology, and pediatrics. Be as specific as possible and use the job description as your guide. Do you have the required responsibilities and qualifications? By mentioning the same words, you speak their language which will lead to recognition. Don't forget to include this in your summary at the top of your resume, as well as within each position description. Next, employers are not only looking for skilled Registered Nurses, but they also want to add passion, dedication and commitment to their team. The promise of most healthcare organizations is to provide compassionate care that respects the dignity and rights of the patients. Show your compassion as a Registered Nurse. For instance, mention your role in transforming healthcare and millions of lives as a result and the values you embrace and the passion you bring to achieve this. Lastly, as a Registered Nurse, you may be required to respond to critical issues on a 24/7 basis. You are frequently required to stand, walk, lift heavy, push, pull, stoop, crouch, twist and reach. You also will be exposed to blood or other body fluids, fumes or airborne particles and toxic or caustic chemicals. Employers need to be sure about your compassion and dedication to help others despite the hard work, long hours and physical parts of the job. Current Registered Nurse (RN) license, applicable for practice in the requested state Where are you registered as a nurse? Where did you study? And what is your GPA? Medical and nonmedical volunteer work The placements you did in school How many shifts and how many hours per shift you worked Prior experiences as a Registered Nurse including your duties and responsibilities Your specialization as a Registered Nurse and the line of patients you worked with Proficient in PC software computer skills that include Microsoft Word, Excel and Outlook With the little time, hiring managers have to go through all the resumes, you want yours to stand out early on. Write the most critical information first to capture their attention: your value. Keep your career objective concise and to the point. If it catches their attention, they will most likely read the rest of your resume too. Start your career objective with your years of experience in healthcare, your line of work and your primary responsibilities. Always use the job description as your guide when deciding which responsibilities to add. For instance, if the vacancy emphasizes expertise in making nursing diagnoses and experience with individuals with psychiatric disabilities, mention the same words in your objective. The more you sound like them, the better fit you will seem. Next, add a line that showcases any outstanding qualities that will help the company, the team and of course the patients. A hiring manager would be interested in your "strong communication skills" and "the ability to use logical reasoning for simple and complex problem-solving." Include these qualities also in the professional experience section. Lastly, close with your educational degrees and any certifications you may have that are pertinent to the job. Example 1 "A caring and curing Registered Nurse with 5 years of clinical experience in acute care. I have a desire to improve the well-being of patients and my focus is caring for every patient the way we would care for our family members. I strive to provide patients with services designed to achieve quality care and quality of life by combining care and cure treatments." Example 2 "A loving, flexible and hardworking Registered Nurse with 5 years experience in planning, coordinating and managing the clinical services in various nursing units. Responsible for the coordination and of nursing care and services provided to patients in the various units while facilitating the interdisciplinary team. Experienced in care and treatment involved individuals with a variety of physical, emotional, mental and psychiatric disabilities." Resume Builder? Check out Resume.io's for only \$2.95! Depending on your career stage and educational level, the following proven foundational duties and skill sets would be expected within an applicant's resume. Provide direct patient care Monitor the health of the patient Maintain and update health records via the electronic system Phone triage Test results Medication refills Conveying plans of care Provide care under the prescribed treatment plan Assess the patient consistent with the Public Health Practice Reference, Nursing Scope, and Standards of Practice Observe and report on the well-being of patients Keep a record of each patient about their medical history and their symptoms Perform diagnostic tests and analyze the results Operate medical equipment Administer medicines to patients Administer treatments to patients Teach your patients about managing their injuries or illness Develop nursing care treatment plans Treat patients for their injuries or illness Perform routine lab work Educate patients about their health Provide leadership by delegating, supervising, and participating in safe nursing care activities Supervise other staff, including other nurses Administer medications and injections Assist doctors Assess the condition of patients Develop treatment plans for patients Discuss treatment plans and explain their conditions to the patient Oversee patient records Write publications about your research Evaluate patient care and identify opportunities for improvement Collaborate with the healthcare team Utilize all available resources to provide quality cost-effective patient care Serve as a role model/preceptor to new graduate nurses and less experienced personnel Your experience is more than a list of duties you performed that match the job description. If you want to set yourself apart from other applicants with similar experience, you need a different approach. Try this different approach by mentioning action-packed statements on what sets you apart, what you are most proud of or what you have accomplished in your previous roles. Flat, simple duty: The number of patients you took care of The hours you worked per shift How many shifts you worked per week? The number of patients you took care of The hours you worked per shift? How many shifts you worked per week? The number of colleagues you worked with? Maintained all necessary documentation and clinical records of up to 100 patients per day, following office procedures while focusing on patient confidentiality. Performed blood draws and completed necessary lab work of up to 20 patients per day while supporting the patients regarding medications and medical concerns. 1989 -1993 Ridgfield High School, High School Diploma Ridgfield, NJMaintained an 85 average over five years and I achieved a B or better in Biology, Chemistry, and Algebra 1993 - 1997 Bachelor of Science in Nursing, Long Island University, NJGained knowledge about meeting the health needs of individuals, families, communities, and populations. College GPA of 3.0 1997 - 1999 Master of Science in Nursing, University of San FranciscoAdvanced within the field by gaining experience to develop and manage patient care plans.