

Jane Davies

RN, BSc (Hons), PgDip

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PERSONAL SUMMARY

A resilient, confident and proactive adult nurse with over 10 years' experience spanning A&E, trauma, stroke and elderly medicine. Proven track record of maintaining exceptional standards of care whilst working under pressure in busy and challenging environments. Recently seized an opportunity to act up as ward sister, gaining considerable management experience and revealing a natural flair and passion for leadership. Seeking roles that allow me to motivate and inspire a team whilst driving forward a culture of learning, innovation and collective leadership.

KEY SKILLS AND ACHIEVEMENTS

- Completed Management and Leadership training (level 3) and performance management training
- Appointed workplace 'Learning Champion,' responsible for enabling the personal development of others
- Initiated project to develop policies for medication reviews, concentrating on optimising medication use as well as reducing prescribing costs. Total savings for 2015 estimated at £46,000
- Developed and manage a local support group for families affected by dementia in my own time, to facilitate peer advice, emotional support and practical support
- Competent in IV therapy, venepuncture, advanced life support, oxygen therapy, end of life care, triage, NG tube insertion, aseptic techniques, and complex wound care
- Extensive knowledge of conditions such as Dementia, Alzheimer's and Parkinson's

EMPLOYMENT AND EXPERIENCE

Acting ward sister | Elderly Medicine Pinetree Hospital, Pinetree NHS Trust

Dec 2017 – Present

- Acting as a visible leader, supporting a team of 20 staff on a busy, challenging elderly medicine ward
- Organising and coordinating permanent and temporary staff to ensure safe staffing levels
- Managing budget and resources effectively, resulting in total costs coming within budget for the year
- Managed the performance of the team, championing a proactive attitude towards learning and reflection
- Contributed to learning and development policies for support staff and new preceptorship resources

Senior staff nurse | Elderly Medicine Pinetree Hospital, Pinetree NHS Trust

June 2014 - Dec 2017

- Assessed, planned, implemented and evaluated care on a 32 bedded acute unit of 4 wards.
- Acted as nurse in charge when needed, overseeing bed management, admissions and discharge, delegating work and supervising staff accordingly, and dealing with queries and complaints
- Supported students and junior staff as mentor, advocating a culture of learning and quality improvement
- Trained and skilled within areas such as catheterisation, dementia care, diabetes management, pressure ulcer prevention and treatment, and fall assessment and prevention
- Knowledge and experience of pressure sore management, tissue viability, and DNR orders

Staff nurse | A&E

Sept 2010 - June 2014

Maple Hospital, Maplewood NHS Trust

- Monitored critically ill patients, checking symptoms and vital signs and arranging diagnostic tests
- Evaluated patient need, prioritised treatment and maintained patient flow
- Trained in venepuncture, IV therapy, catheterisations, ECGs, wound care, and treating minor illnesses, burns, bites, wounds, scalds and cuts

Agency nurse

Jan 2010 – Dec 2013

Willow Nursing Agency

- Worked flexibly in emergency, stroke and trauma wards, often with minimal instruction or orientation
- Experienced at picking up new, unfamiliar processes or systems quickly and effectively
- Assessed and provided care for patients, e.g. administering medication (including IV), and caring for patients with complex needs, e.g. NG tubes insertion, PEG feeds, tracheostomy care, etc

Experience prior to 2010

- Held various staff nurse positions within trauma and stroke units in both NHS and private sector
- Before qualifying, worked as a care assistant within the residential care sector and hospital services

EDUCATION AND QUALIFICATIONS

Mentorship qualification PG Dip	Birchwood Hospital	Sept 2015
Adult Nursing Degree BSc (Hons) 2:1	Cardiff University	2003 – 2006
A-levels: English (A) Biology (C) History (D)	Birchwood 6 th form College	2003

PROFESSIONAL TRAINING AND ACTIVITIES

Management & leadership training	Pinetree NHS Trust (in-house training)	2018
Advanced Mentoring & Assessing	Pinetree NHS Trust (in-house training)	2018
Performance management training	Pinetree NHS Trust (in-house training)	2018
IV therapy (refresher)	IV therapy training Ltd	2018
Advanced Life Support (refresher)	Resus org	2018
Complex wound care	Ashwood Training Company Ltd	2018
Managing aggression	Copse Learning Ltd	2018
Advanced dementia care	Forest training group	2018

Have also attended study days, workshops and conferences for venepuncture, oxygen therapy, end of life care, triage, advanced life support, NG tube insertion, aseptic techniques and catheterisation.

ADDITIONAL INFORMATION

In my spare time I enjoy cycling, cooking (especially baking), travelling, and going to pub quizzes. I also love yoga and am in the process of training to become a fully qualified yoga instructor.

REFERENCES

Jane Smith (Matron) Pinetree NHS trust jane.smith@pinetree.nhs.uk 0207 123456