April 12, 2013

I am writing in regards to the registered nurse position available. I am currently employed at Lutheran Medical Center as a telemetry medical surgical nurse and I float on several units such as Emergency department, rehabilitation unit, stroke unit, and .

I have had the opportunity to work in several large facilities, such as hospitals, nursing home, clinics, schools, day cares, and professional establishments. During my clinical experience I have instilled wonderful qualities that I will continue to carry throughout my nursing career. I am compassionate and dedicated to the care of my patients. Also, I am organized, articulate, and reliable with outstanding work ethics. I have the ability to work alone or as a team member.

I believe that the skills that I have acquired from my previous positions, experience and education has helped me to grow as an individual. This aids me in providing better care and service to consumers of healthcare. Therefore, I would be very useful and pertinent to your facility.

Attached you will find a copy of my resume. I look forward to meeting with you for an interview, so that I can become a potential employee of your facility.

Respectfully yours,

Keah C. Mclean-Garraway RN

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| Certification | | |
| Registered Professional Nurse License Number: 587876  Licensed Practical Nurse License Number: 284876 | | |
| Experience | | |
| 07/2007 - present | Lutheran Medical Center | Brooklyn, New York |
| Registered Professional Nurse  * Float nurse works all units Stroke, Rehab, ER, Surgical, Medical with telemetry cardiac monitoring, EEG monitoring, tracheotomy and respiratory ventilated patients * Administration of medication, IV lock insertions, Foley catheter insertion, wound care dressings, suctioning, peg feedings, * Promote health and hygiene, disease prevention, treating & assessing ill patients, teaching patients & family members * Developing nursing care plans, nursing assessments and communicating with family & other health care providers. | | |
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| 01/2007-01/2008 | Addiction Research Treatment Center | Brooklyn, New York |
| Licensed Practical Nurse  * Dispensing of Methadone, and assessing patients for adverse side effects * HIV counselor, administering HIV medications, implanting immunizations, data entry & appointment scheduling * Assessment of patients, electrocardiograms, phlebotomy, urinalysis, venipuncture and documentation, assist MD with physical and gynecological examinations | | |
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| 05/2006-2008 | Nursing Solutions | New York, New York |
| Registered Nurse/LPN  * School Nursing in District 75 Public Schools providing medical care for children with various disabilities such as developmental delays, mental retardation, and autism. * Nursing Home: administration of medications, peg feedings, suctioning, tracheostomy care, wound care dressings, documentation, admissions * Day Top: drug rehabilitation program | | |
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| 05/2001-03/2002 | PSCH, Inc. | College Point, NY |
| Fiscal Counselor  * Advocated for the Mental Health and Mentally Retarded Developmentally Delayed population under the care of PSCH, Inc., as well as documentation of all procedures. * Completed applications, assessed consumers’ eligibility for governmental and private agencies. Processed appeals, attended hearings at Social Security Administration, Medicaid & HRA offices * Participated in community meetings, completed fiscal screening, monthly & bi-weekly financial activity reports on Microsoft Word & Excel. | | |
| References furnished upon request | | |