# MALGORZATA MELENDEZ, RN

# 35 Montgomery Street Apt 18D New York, NY 10002▪ (212) 267- 9882▪garbasmax1@aol.com

**SUMMARY OF SKILLS AND QUALIFICATIONS**

* Current New York State License as a Registered Nurse
* BCLS Certified
* IV Therapy, Phlebotomy Certified
* 40 + contact hours of CE courses
* Trilingual in English, Polish and Russian
* Proficient in Microsoft Office applications including Word, Excel and Access
* Committed to delivery of safe, competent patient care and continued professional growth
* Possess current knowledge of nursing process and its application
* Exceptional clinical and critical thinking skills
* Outstanding customer service skills and exceptional work ethics
* Excellent organization and communication skills

**CLINICAL EXPERIENCE**

Student Nurse Lincoln Medical and Mental Health CenterBronx, NY 01/10 - 05/10

* Conducted a physical examination of patients including vital signs, physical assessment, mental status, appetite and type of diet, etc.
* Recorded patients' medical histories and symptoms
* Provided direct patient care for patients through application of the nursing process
* Administered treatments and medications
* Performed wound care and dressing changes
* Educated patients and their families on conditions and treatment plans
* Collaborated with members of the health care team
* Operated and monitored medical equipment
* Utilized available financial and other resources sensibly

**HISTORY OF EMPLOYMENT**

Medical/Surgical Technician Weill Cornell Medical Center New York, NY 05/05 - 06/07

Medical Assistant Manhattan Women’s Health New York, NY 12/04 - 04/05

Medical Assistant Park Avenue Vein Center New York, NY 07/04 - 04/05

**EDUCATION AND CERTIFCATION**

NYC College of Technology New York, NY 01/11 - 06/13

**Bachelor of Science in Nursing** GPA 3.728

Borough of Manhattan Community College New York, NY 06/07 - 06/10

**A.A.S. Degree in Nursing** GPA 3.78

IV Therapy Certificate

Certified Phlebotomy Technician