

July 31, 2025

To

The Manager,

Health Care Organization,

Canada.

Subject: To apply for the position of Registered Nurse.

Dear Hiring Manager:

I am excited to express my interest in the registered nurse position available at your organization. Currently, I am looking forward to working full-time or casually as my maternity leave ends. I have recently worked with CARE KW in the transitional care unit. Also, I am an internationally educated registered nurse with 4 years of acute care/ ICU experience dealing with cardiac, neuro, substance abuse, alcohol abuse and psychiatric population. My gentle bedside manner and outstanding attention to detail would make me a strong addition to your team.

I have learned in a variety of nursing environments, including the ICU, emergency room, medicine unit, surgical department, psychiatric population, long-term care setting, dementia, Alzheimer's and the elderly population. I have strong people skills and strive to acquaint myself with each patient's family members and support system to best facilitate an effective long-term care plan that will help me provide efficient care to the general, mental health, elderly and drug user population with the knowledge and tools necessary to maintain their health.

I believe that I could be a strong candidate for the RN position at your organization, with my nursing degree and experience working with the challenges of healthcare patients. I would appreciate the opportunity to discuss the requirements of the position with you further at your convenience. I look forward to hearing from you.

Sincerely,

Aman Khangura

825-333-8759

Amandeep Khangura

242 Dolman Street, Breslau, Ontario N0B1M0

hayeramu@gmail.com (825-333-8759)

Registered Nurse (RN) with 5 years of dedicated nursing experience, seeking opportunities to utilize comprehensive health care training, excellent communication and interpersonal skills, leadership skills, and a driving work ethic in a Canadian health care setting for professional growth. Committed to working collaboratively in a team providing all patients with outstanding patient-centred care and support staff to provide enhanced quality of care.

HIGHLIGHTS

- Inspirational leadership skills to collaborate and build an optimistic team, which can deliver the best positive outcomes.
- Document all patient interactions and medication administration accurately.
- Great experience in coordinating medical needs with providers to assess and treat medical conditions.
- Ability to perform nursing procedures (e.g., injections, venipuncture, blood pressure screening, STD testing, wound care assessment and dressing, and use of various medical equipment in delivering services to clients.
- Confident to work with vulnerable populations with mental health challenges, providing compassionate and quality patient-centred care, advocating for them, assisting with activities of daily living, respecting their dignity and promoting independence.
- Knowledge of substance use disorders, assessment techniques, and applicable treatment interventions.
- Ability to maintain composure in fast-paced, potentially stressful situations.
- Can manage priorities with flexibility, critical thinking, and effective clinical judgement.
- Proven ability to collaborate with colleagues to foster a safe, encouraging, and supportive team environment.
- Respond to stress and medical emergencies with sound judgment and take appropriate actions.
- In good standing terms with CNO.
- Language fluency in English, Hindi, and Punjabi with good communication skills.

LICENSURES

RN - College of Nurses of Ontario (CNO) – LICENSE # 23798053

PROFESSIONAL EXPERIENCE

Registered Nurse- Care KW (December 2023 to Present)

- Assessing, intervening, and evaluating a patient's health status and communicating with the health care team as needed.
- Provides health maintenance, medication and disease management education to patients and families/caregivers.
- Monitor patient progress and adjust care plans accordingly.
- Collects, organizes, documents, and analyzes data, synthesizing it into

- Coordinates continuity of care, prevention and avoidance of complications, and close clinical treatment and management under the direction of the patient's primary healthcare provider.
- Effectively communicates, problem-solves, and maintains productive and effective interpersonal relationships while effectively prioritizing.
- Supports patients and their families and provides compassionate care.
- Reports back to the supervising Nursing Coordinator.

Barn swallow long-term Care - Elmira (December 2023 to April 2024)

- Worked as a casual RN at the Long-term care facility with 193 residential care beds.
- Completing resident assessments and formulating individualized care plans based on the assessments.
- Managing resident emergencies and ensuring proper follow-up of the resident's condition.
- Advocating for the resident's needs and collaborating with the team to fulfill those needs.
- Organizing staff In-service education to accommodate resident needs and update the knowledge.
- Working as a team leader to support the team in the unit for optimum performance.

Moga Medi city Super specialty Hospital - India (April 2021 -May 2022)

- Provided care to patients with serious, complex, and acute illnesses for instance Cardio, Neuro, Gastro, Renal Sciences, Trauma and Critical Care needs.
- Assessed substance and alcohol users, their withdrawal symptoms and managed their care with appropriate nursing interventions under the MD's supervision.
- Collaborated with members of an interdisciplinary health team to plan, implement, coordinate and evaluate patient care in consultation with patients and their families.
- Administered medications and treatments as prescribed by a physician or according to established policies and protocols.
- Monitored, assessed, addressed, documented and reported symptoms and changes in patients' conditions.
- Operated or monitored medical apparatus or equipment.
- Assisted in surgery and other medical procedures.
- Had developed and implemented a discharge planning process on admission of patients.
- Taught and counselled patients and their families on health-related issues in collaboration with other health care providers.

Neuro ICU DMC&H- Punjab, India March 2020 to April 2021

- Monitored and assessed critical patients, completed thorough neurological assessments for both conscious and unconscious patients.
- Assisted doctors with bedside invasive and non-invasive procedures.
- Developed patient care plans including assessments, evaluations, and nursing

- Performed complete physical assessments on patients with a variety of neurological diagnoses, as well as various other medical conditions and used nursing judgements to ensure safe patient care.
- Safely administered medications in a timely fashion following the physician's order.

HMC Neuro Spine Hospital – India April 2018 to March 2020

- Collaborating with interdisciplinary team members to develop and implement care plans.
- Provided education and support to patients and their families.
- Used critical thinking and problem-solving skills to respond to emergent situations.
- Documented and communicated patient care information accurately and effectively.
- Administered medications and treatments as ordered by physicians.

EDUCATION

- Bachelor's degree in nursing Guru Nanak College of Nursing - Kaleran, Haryana October 2015 to October 2017
- General Nursing and Midwifery in Nursing Dr. Mohan Kaur Memorial Nursing Institute - Ludhiana, Punjab October 2010 to July 2014.

CERTIFICATIONS

- **Emergency First Aid- CPR/AED**, Canadian Red Cross December 03, 2023
- **GPA in Dementia Care**: Supporting persons with responsive behaviours. Feb 14, 2024

REFERENCE:

Upon Request.

Availability; Full time, part time, casual