
PARAMJOT KAUR CHAHAL

Brampton ON ♦ +15488830411 ♦ paramvirk99@gmail.com

PROFESSIONAL SUMMARY

Patient, persistent and reliable Professional Nurse with relevant clinical experience supporting patient care initiatives in a hospital setting. Proactive and responsible problem solver with excellent multitasking skills, attention to detail, and ability to work independently or as part of a team to coordinate hospital rounds and patient treatment schedules. Solutions-oriented team player with strong communication skills.

SKILLS

- Patient Assessment
- Phlebotomy
- Vital Signs Monitoring
- Infection Control
- Charting and Documentation
- IPR
- Medication Administration
- EHR

WORK HISTORY

Medical Office Assistant, 06/2024 - Current

Holy Physio and Wellness Centre – Brampton

- Scheduling appointments and managing calendars
- Handling patient intake and registration processes
- Answering phones, responding to inquiries, and routing calls appropriately
- Providing patient education on medications and treatment plans
- Managing electronic health records (EHR) and patient information confidentiality.

Registered Nurse, 05/2022 - 03/2024

Khalsa Ayurvedic Medical College and Hospital – Nangal Kalan - Mansa, Punjab

- Prepared equipment and assisted physicians during examinations and treatments
- Performed evaluation of new and existing patients to determine priority and suitability of treatment and/ or need for modifications
- Administered prescribed medications
- Applied sterile dressings, performed phlebotomy and monitored vital signs.

Assistant Professor, 09/2018 - 05/2022

Dasmesh College of Nursing – Faridkot, Punjab

- Delivered lectures and lessons
- Prepared course materials and evaluated students' performance through exams, assignments and other assessments
- Published own research findings in academic journals
- Attended academic events and networking with other researchers and field experts
- Shortlisted, interviewed and selected students for graduate programs.

Lecturer, 02/2018 - 08/2018

Anil Baghi College of Nursing – Ferozepur, Punjab

- Supervised in the classroom, laboratory and clinical areas
- Maintained anecdotal records of students performance in laboratory and clinical areas
- Recorded performance in written examination
- Act as a role model in clinical practice and classroom activities.

Clinical Instructor, 03/2014 - 10/2015

HKL College of Nursing – Guru Har Sahai, Punjab

- Given students patient assignments
- Assessed students clinical work
- Answered to student questions
- Helped the student to acquire appropriate knowledge, skills and attitudes required of professional nurses
- Took part in faculty meetings.

EDUCATION

Master's degree in Nursing: 10/2017

Dmch College of Nursing

Bachelor's degree in Nursing: 10/2013

Dasmesh College of Nursing

CERTIFICATIONS

Registered Nurse License (College of Nurses of Ontario)

Standard First Aid & CPR/AED (Level C)