

Olivia Smith

NURSE

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PROFESSIONAL SUMMARY

Results-driven Nurse Manager with over 8 years of clinical and leadership experience in acute care settings. Proven ability to lead multidisciplinary teams, improve patient outcomes, ensure regulatory compliance, and optimize staffing and operational efficiency. Strong background in quality improvement, staff development, and patient safety initiatives.

EXPERIENCE

January 20xx - Current

Nurse Manager, XYZ Medical Center – New York, NY

- Lead and supervise a team of 45+ nursing staff across medical-surgical units
- Improve patient satisfaction scores by 20% through quality initiatives
- Develop and manage unit budgets and staffing plans
- Ensure compliance with hospital policies, accreditation, and safety standards
- Mentor charge nurses and support leadership development programs

March 20xx – December 20xx

Senior Registered Nurse, ABC General Hospital – New York, NY

- Delivered high-quality patient-centered care in acute care units
- Served as charge nurse, coordinating daily clinical operations
- Participated in hospital-wide quality improvement committees

EDUCATION

Sep 20xx - May 20xx

Master of Science in Nursing (MSN) - Nursing Leadership & Management

Associate degree, University of Health Sciences

SKILLS

Electronic Health Records (Epic, Cerner)
Staffing & Scheduling Software

Data analysis
Problem-solving

Communication
Management

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Best regards,

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