

# THE UNIVERSITY OF AKRON NURSE ANESTHESIA PROGRAM Resume Template

The resume needs to include the following in this order:

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## EDUCATION

- High School GPA, High School Class Rank, High School Activities, overall ACT, and/or SAT scores.
- All attended Universities/Colleges in chronological order of attendance with dates
  - Include overall GPAs of each University/College attended
  - Science GPA(s)
  - Reason for attending each of the Universities/Colleges
  - Include any activities while in college, awards, etc.
- Graduation date month and year of when you become an RN and degree earned

### Example of EDUCATION Layout:

1992-1995: Canton Glen Oak, GPA 3.8, class rank 20 out of 450, 4 years of band and golf. ACT overall score 25.

1995-1998: Cuyahoga Community College to obtain my Associate Degree in Nursing, GPA 3.4, Science GPA 3.2. Employed as a nursing assistant at the Cleveland Clinic Foundation during my training from 1996 to 1997.

1998-1999: Ohio University AD-BSN degree, GPA 4.0, Employed at the Cleveland Clinic Foundation as an RN in the CVICU. Attended to obtain my BSN degree.

May 1998 become an RN with an Associate Degree

## EMPLOYMENT/MILITARY

- Include all working/career/military experiences in chronological order with the most recent first.
- Type of patients, size of unit & monitoring equipment used in your ICU experiences.
- Years of RN experience up to the time of anesthesia interview in October of the year you are interviewing
- Years of ICU RN experience up to the time of anesthesia interview in October of the year you are interviewing

### Example of EMPLOYMENT/MILITARY Layout:

2000-Current: RN in the adult CVICU at the CCF, patients are admitted to unit right from surgery, open heart for CABG, valves, heart, and lung transplants. The size of the unit is 10 CVICU beds. IABP & ECMO certified. Familiar with PA, LA catheters, and the flow track.

1998-1999: RN in the telemetry unit at the CCF

1996-1997: Nursing assistant at the CCF

1993-1995: Sales associate at Old Navy.

Have been an RN at the time of interview for 12 years

Have been an adult ICU RN at the time of interview for 10 years

## CERTIFICATIONS/LICENSURE

### Example of CERTIFICATIONS/LICENSURE

1998: RN-Ohio 123456

1998: ACLS & BLS

1999: CCRN

## AWARDS/PUBLICATIONS

## COMMUNITY/VOLUNTEER/MISSION