



# DIVYA K PUNNOOSE

REGISTERED NURSE  
UAE License No. T18410

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📍 Sharjah, UAE

## ABOUT ME

DOB: 22<sup>nd</sup> Dec 1985

Female

Christian

Indian

Married

## LANGUAGES

English



Hindi



Malayalam



Arabic



## SKILLS

Responsive Intelligence

Relationship Building

Critical Thinking

Problem Solving

Good Leadership & Ethics

Fast Learner & Strategy

Flexibility & Adaptability

Teamwork & Responsibility

MS office

## PROFILE

Compassionate Registered Nurse with 17+ years of clinical experience in emergency, acute, and OPD across the UAE and India. Skilled in critical care, triage, ACLS/BLS, cardiac support, and chronic disease management. Proven ability to work under pressure, deliver patient-centered care, and collaborate within multidisciplinary teams. Proficient in EHR, infection control, and health education. Holds valid nursing registrations in UAE and India. Committed to clinical excellence and ongoing professional growth.

## HIGHLIGHTS

- Good organizer and keep well-presented records of works undertaken.
- Dedicated patient advocate, putting the needs and care of the patient above everything else.
- Strong oral and written communication skills.
- Expert multitasker and highly organized.
- Excellent sense of integrity and honesty when dealing with sensitive subjects and situations.

## EDUCATION

- POST B.Sc. – Pursuing
- DIPLOMA - General Nursing & Midwifery. Marian Medical Centre Pala, India (2003 to 2006) Accredited by KNMC (Reg. No. # 49364)
- HIGHER SECONDARY EDUCATION. SNDP HSS - Kerala, India

## STRENGTHS

- Dedication
- Tactful
- Initiative
- Optimism

## CERTIFICATES & REGISTRATIONS

- **GENERAL NURSING & MIDWIFERY (GNM)**
- KNMC, India | 2003–2006
- **ACLS** - American Heart Association
- **BASIC LIFE SUPPORT (CPR & AED PROGRAM) BLS** – American Safety and Health Institute, Dubai, UAE
- **NURSING LEADERSHIP AWARD** | 2018
- **UAE HEALTH MINISTRY APPRECIATION CERTIFICATE** | 2022

## WORK EXPERIENCE

### Previous Job

Jan 2023 to Aug 2024

Registered Nurse

### **COSMESURGE & EMIRATES CLINICS**

NMC GROUP, Sharjah, UAE

- Perform a physical assessment on each patient, paying special attention to the skin.
- Assist the physician in the performance of skin exams, monitor and record a patient's medical history, and be aware of relevant test results.
- Assist the dermatologist with outpatient and surgical dermatology procedures.
- Provide pre- and post-operative care for clients who are undergoing treatment for a variety of skin conditions and diseases.
- Assist with procedures using specialized medical equipment, including cosmetic dermatology.
- Assess, monitor, and treat skin wounds, mainly burns.
- Perform wound care and be familiar with many types of dressings, topical medications, and wound care routines.
- Be familiar with how to treat acne, specific acne medications and their risks, and alternative topical medications.
- Educate each patient on how to protect their skin and care for skin diseases and conditions at home.

### Previous Job

Feb 2021 to Nov 2022

Registered Nurse

### **Ministry of Health and Prevention – UAE**

Covid 19 Frontline Barrier (Contract Basis – MOH)

Dubai, UAE

- Responsible for the delivery of the patient care through the nursing process of assessment, diagnosis, planning, implementation, and evaluation.
- Responsible for directing, coordinating all nursing care for patients based on established clinical, nursing practice standards applicable to PHC.
- Collaborates with other professional disciplines to ensure effective and efficient patient care deliver and the achievement of desired patient outcomes.
- Supports organization's mission, and vision.
- Utilizes knowledge of patient's age and cultural diversity in the provision of patient care.
- Contributes to the provision of quality nursing care through performance improvement techniques that demonstrate positive outcomes in patient care.
- Collaborative care of individuals of all ages, families, groups and communities, sick or well and in all settings. Includes the promotion of health, and prevention of illness.
- Advocate and promote a safe environment, research, participation in shaping health policy, in patient and health systems management, and education are key nursing roles. (ICN, 2002)

### Previous Job

Mar 2020 to Feb 2021  
Registered Nurse

## **Al Resalah American International School LLC**

Sharjah, UAE

- Create, maintain, and update student's medical files, and the admin information group.
- Maintain student reports accurately and ensure they are up to date.
- Maintain clinic as per health authority requirements ensuring all equipment and medicine is fit for use.
- Prepare for doctors' visits /prepare for health authority inspections. Provides ongoing health information to students, parents, and school authorities.
- Maintain confidentiality in communication and documentation.
- Manage and updates plan and communicates it to management and superiors.
- Prepare presentation in power point and Provide training for staff and teachers.
- Liaison between school personnel, family, community, and health care providers.
- Promote health and safety in school environment.
- Emergency medical condition management.
- Documents and prepares report (regulatory and policy requirements).

### Previous Job

Feb 2014 to Mar 2020  
Registered Nurse

## **NMC Sunny Specialty Medical Centre**

Sharjah, UAE

- Assist Doctors in Endoscopy, Colonoscopy & Cystoscopy Procedures.
- Assess / evaluate pre & post procedure for patients and prepare instruments for examination.
- Educate Patients/Families on health care needs, conditions, options etc.
- Schedule treatments and follow-up.
- Set up and monitor medical equipment's and devices such as cardiac monitors, oxygen delivery devices etc.
- Prepare presentation in power point.
- Insurance Claim Management.
- Maintain a comfortable and safe environment for the patient.
- Coordinate with Pharmacy on prescription matters.

### Previous Job

Apr 2009 to Sep 2013  
Registered Nurse

## Oman Medical Centre

Ras Al Khaimah, UAE

- Experience in Medical & Gynaecology Departments.
- Maintain patient's charts and confidential files.
- Maintain hygienic working environment in compliance with the relevant healthcare measures.
- Collect specimen for laboratory tests and Refer patients to higher facilities for further treatments.

### Previous Job

Mar 2006 to Mar 2009  
Staff Nurse

## Marian Medical Centre

Pala, Kerala, India

- Worked and gained experience in ICCU.
- Follow treatment plan and medication schedule ordered by the doctor and measure patient's improvements on daily basis.
- Observe patient physical condition, vital signs, daily routine, and medication schedule in the intensive care department during serious illnesses.
- Administer Blood and Blood products, monitor patients for signs and symptoms related to transfusion reactions.
- Stabilize and provide immediate care for patients.
- Refer patients to higher facilities for further treatments.