

>>> Please note that **hand-written applications** will not be accepted

>>> Please do **not** complete this template in **CAPITALS**

### CV Template

<b>First Name:</b>	<b>Surname:</b>	<b>GMC No:</b>
<b>Gender:</b>	<b>Date of Birth:</b>	
<b>Qualification :</b> <b>Month &amp; Year:</b>	<b>Primary</b>  <b>Secondary</b>	<b>Post-Graduation Qualifications:</b> <b>Qualification:           Date:</b> <b>Qualification:           Date:</b>

### **Full Employment History**

<b>Dates (MM/YYYY)</b> Start with most recent	<b>Hospital Name &amp; Address</b>	<b>Job Title</b>
<b>Position 1</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		
<b>Position 2</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		
<b>Position 3</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		
<b>Position 4</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		
<b>Position 5</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		
<b>Position 6</b>		
<i>Please provide details of any gap (dates &amp; brief explanation):</i>		

**Please list any additional positions on a blank page**

**Position 1**      **Dates:**                      **Hospital Name:**                      **Job Title:**

Please ensure you detail one speciality as your main role which you are most dedicated to. If your experience is **concurrent**, please write (as part of duties) in the relevant sections. Please estimate how many months were spent in each department so that it totals the amount of months spent in this position – please do **not** put the total amount of months in several boxes, as this would not add up.

<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has          beds and          theatres. The main specialities are (please list all)          . The hospital is a (primary / secondary / tertiary) set up and serves a population of          . On average I am responsible for          patients and work          hours per week and          on call duties per week.

Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**  **Orthopaedics**  **Trauma**  **Medicine**  **A&E**  **ICU**  **HDU**  **Anaesthetics**  **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised

or unsupervised:

**SURGERY:**

**TRAUMA & ORTHOPAEDICS:**

**MEDICINE:**

**A&E:**

**ICU:**

**HDU:**

**ANAESTHETICS:**

**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in Oncology in this position:

**Position 2**      **Dates:**      **Hospital Name:**      **Job Title:**

Please ensure you detail one speciality as your main role which you are most dedicated to. If your experience is **concurrent**, please write (as part of duties) in the relevant sections. Please estimate how many months were spent in each department so that it totals the amount of months spent in this position – please do **not** put the total amount of months in several boxes, as this would not add up.

<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has      beds and      theatres. The main specialities are (please list all)      . The hospital is a (primary / secondary / tertiary) set up and serves a population of      . On average I am responsible for      patients and work      hours per week and      on call duties per week.  
Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**     **Orthopaedics**     **Trauma**     **Medicine**     **A&E**     **ICU**     **HDU**     **Anaesthetics**     **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised or unsupervised:

**SURGERY:**  
**TRAUMA & ORTHOPAEDICS:**  
**MEDICINE:**  
**A&E:**  
**ICU:**  
**HDU:**  
**ANAESTHETICS:**  
**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in **Oncology** in this position:

**Position 3**      **Dates:**      **Hospital Name:**      **Job Title:**



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<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has \_\_\_\_\_ beds and \_\_\_\_\_ theatres. The main specialities are (please list all) \_\_\_\_\_. The hospital is a (primary / secondary / tertiary) set up and serves a population of \_\_\_\_\_. On average I am responsible for \_\_\_\_\_ patients and work \_\_\_\_\_ hours per week and \_\_\_\_\_ on call duties per week.  
Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**  **Orthopaedics**  **Trauma**  **Medicine**  **A&E**  **ICU**  **HDU**  **Anaesthetics**  **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised or unsupervised:

**SURGERY:**

**TRAUMA & ORTHOPAEDICS:**

**MEDICINE:**

**A&E:**

**ICU:**

**HDU:**

**ANAESTHETICS:**

**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in Oncology in this position:

**Position 4**      **Dates:**      **Hospital Name:**      **Job Title:**

Please ensure you detail one speciality as your main role which you are most dedicated to. If your experience is **concurrent**, please write (as part of duties) in the relevant sections. Please estimate how many months were spent in each department so that it totals the amount of months spent in this position – please do not put the total amount of months in several boxes, as this would not add up.

<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has \_\_\_\_\_ beds and \_\_\_\_\_ theatres. The main specialities are (please list all) \_\_\_\_\_. The hospital is a (primary / secondary / tertiary) set up and serves a population of \_\_\_\_\_. On average I am responsible for \_\_\_\_\_ patients and work \_\_\_\_\_ hours per week and \_\_\_\_\_ on call duties per week.  
Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**  **Orthopaedics**  **Trauma**  **Medicine**  **A&E**  **ICU**  **HDU**  **Anaesthetics**  **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised or unsupervised:

**SURGERY:**  
**TRAUMA & ORTHOPAEDICS:**  
**MEDICINE:**  
**A&E:**  
**ICU:**  
**HDU:**  
**ANAESTHETICS:**  
**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in Oncology in this position:

**Position 5**      **Dates:**      **Hospital Name:**      **Job Title:**



Please ensure you detail one speciality as your main role which you are most dedicated to. If your experience is **concurrent**, please write (as part of duties) in the relevant sections. Please estimate how many months were spent in each department so that it totals the amount of months spent in this position – please do **not** put the total amount of months in several boxes, as this would not add up.

<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has \_\_\_\_\_ beds and \_\_\_\_\_ theatres. The main specialities are (please list all) \_\_\_\_\_. The hospital is a (primary / secondary / tertiary) set up and serves a population of \_\_\_\_\_. On average I am responsible for \_\_\_\_\_ patients and work \_\_\_\_\_ hours per week and \_\_\_\_\_ on call duties per week.  
Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**  **Orthopaedics**  **Trauma**  **Medicine**  **A&E**  **ICU**  **HDU**  **Anaesthetics**  **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised or unsupervised:

**SURGERY:**

**TRAUMA & ORTHOPAEDICS:**

**MEDICINE:**

**A&E:**

**ICU:**

**HDU:**

**ANAESTHETICS:**

**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in Oncology in this position:

**Position 6**      **Dates:**      **Hospital Name:**      **Job Title:**

Please ensure you detail one speciality as your main role which you are most dedicated to. If your experience is **concurrent**, please write (as part of duties) in the relevant sections. Please estimate how many months were spent in each department so that it totals the amount of months spent in this position – please do not put the total amount of months in several boxes, as this would not add up.

<b>Surgery</b>	Months	<b>Medicine</b>	Months
<b>Paediatrics</b>	Months	<b>Anaesthetics</b>	Months
<b>ICU</b>	Months	<b>HDU</b>	Months
<b>Emergency / A&amp;E</b>	Months	<b>Psychiatry</b>	Months
<b>Other</b>	Months	<b>Other</b>	Months

The hospital has \_\_\_\_\_ beds and \_\_\_\_\_ theatres. The main specialities are (please list all) \_\_\_\_\_. The hospital is a (primary / secondary / tertiary) set up and serves a population of \_\_\_\_\_. On average I am responsible for \_\_\_\_\_ patients and work \_\_\_\_\_ hours per week and \_\_\_\_\_ on call duties per week.  
Please add any other relevant information about your hospital:

Tick the departments you work / worked in during this position:

**Surgery**  **Orthopaedics**  **Trauma**  **Medicine**  **A&E**  **ICU**  **HDU**  **Anaesthetics**  **Psychiatry**

Please also use the space below to describe in detail your daily duties in each of the departments you have ticked, ensure that you include case mix of patients you treated, the procedures you performed, if you assisted in theatre (include type of operations) and if you were supervised or unsupervised:

**SURGERY:**  
**TRAUMA & ORTHOPAEDICS:**  
**MEDICINE:**  
**A&E:**  
**ICU:**  
**HDU:**  
**ANAESTHETICS:**  
**PSYCHIATRY:**

Please add below the number of procedures you have undertaken per week:

Blood taking	per week:	NG tubes	per week:	Performing ABGs	per week:
Cannulations	per week:	Prescribing medication	per week:	Manage the analgesia	per week:
IVs drugs	per week:	Syringe Drivers	per week:	Arterial lines placed	per week:
Catheterisations	per week:	Conduct / Interpret ECGs	per week:	Central lines placed	per week:
Electroconvulsive Treatment (ECT)	per week:	Antidepressants	per week:	Antipsychotics	per week:

Please add any other procedures or clinical skill you undertook on a regular basis:

Please describe in detail your Paediatric duties, including the types of patients (medical or surgical / inpatient or outpatient), their age range, did you provide pre/post-op care & the procedures you performed on them:

Please give a brief description of your involvement in Oncology in this position:

Please put the maximum amount of times that you have completed the procedures below (approx)

<u>Practical experience</u>		Paediatrics:	Number
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**Please write the total number of times you have carried out each procedure throughout your career**

*Eq. IV Cannulations*

750

**General Experience:**

**Number**

Cardio-Pulmonary/Resuscitations (Team Leader)

Endotracheal/Laryngeal Mask Intubations

Conducting/Interpreting/Responding to ECGs

Cardioversion and Sedation

IV Cannulations

Blood taking

Arterial Blood Gas Sampling (ABG)

Urethral Catheterisation

Suturing wounds

Insertion of naso-gastric tubes

Thrombolytic Therapy administered

Dermatology

**General Surgery:**

**Number**

Haemorrhoidectomies

Skin Graft

Laparotomies

Incision and Drainage of Abscesses

Bladder washouts

Debridement of wound

Laparoscopic Surgery

**Anaesthetics and ICU:**

**Number**

General anaesthetics performed

Local anaesthesia and blocks performed

Epidural and Spinal anaesthesia performed

Lumbar Puncture performed

Ventilated Patients in ICU

CVP Lines

Inotropes used in ICU

Patients cared for in HDU

Arterial Lines

**Psychiatry:**

**Number**

Electroconvulsive Treatment (ECT)

Total number of Patients encountered

Resuscitation of Newborn

Acute Respiratory Distress

Pneumonia

Post Tonsillectomy Bleeds

Resuscitation of shock/ dehydration

Lumbar Punctures

Age range of Paediatrics worked with (eg 2 yrs +)

**Accident and Emergency:**

**Number**

Major Injuries

Allergic Reactions

Myocardial Infarctions

Arrhythmia

Acute Psychosis

Major Bone Fractures

Acute Bowel Obstruction

Suturing

Drug Overdose

Intercostal Drain Insertion

**Internal Medicine:**

**Number**

Adult Respiratory Distress Syndrome

Multiple Organ Failure

Cardiac Failure

Pneumonia, Respiratory Failure and COAD

Diabetic Keto-Acidosis

Anemia

Blood Transfusions

Infusion Pumps

Stress ECG's

**Orthopaedics:**

**Number**

Arthroscopy

Hip Replacement

Knee Replacement

Spinal Surgery

Trauma Cases

POP

Fractures

**Oncology:**

**Number**

Chemotherapy Administered



## Self Declaration Procedures Checklist

### Regular Procedures

### Competent

Blood taking	<input type="checkbox"/>
Peripheral IV Cannulation	<input type="checkbox"/>
Prescribing analgesics, antibiotics and common drugs as described in the BNF	<input type="checkbox"/>
Introduction to Programming/Management of drug Infusion pumps (PCAs)	<input type="checkbox"/>
Bladder catheterisation (male and female)	<input type="checkbox"/>
Conducting, interpreting and responding to ECGs	<input type="checkbox"/>
Adult resuscitation including defibrillation	<input type="checkbox"/>
Paediatric resuscitation including defibrillation	<input type="checkbox"/>

### Desirable Procedures

### Competent

### Exposed

Performing lumbar puncture and epidural	<input type="checkbox"/>	<input type="checkbox"/>
Chemotherapy administration	<input type="checkbox"/>	<input type="checkbox"/>
Intubation with endotracheal tube	<input type="checkbox"/>	<input type="checkbox"/>
Laryngeal mask insertion	<input type="checkbox"/>	<input type="checkbox"/>
Obtaining arterial blood for blood gas analysis	<input type="checkbox"/>	<input type="checkbox"/>
Placing of central venous lines	<input type="checkbox"/>	<input type="checkbox"/>
Venous pacemaker placement	<input type="checkbox"/>	<input type="checkbox"/>
Intercostal drain insertion/ Chest drains	<input type="checkbox"/>	<input type="checkbox"/>
TIVA Anaesthesia	<input type="checkbox"/>	<input type="checkbox"/>
Topping up Epidurals	<input type="checkbox"/>	<input type="checkbox"/>
Electroconvulsive Treatment (ECT)	<input type="checkbox"/>	<input type="checkbox"/>

## Consolidated Summary of Experience

**\*These must add up to the same amount of months in each of your detailed positions\***

Department		Months	Comments
<b>Surgery</b>	<b>General</b>		
	<b>Orthopaedic</b>		
	<b>Cardiothoracic</b>		
	<b>Other (please state)</b>		
<b>Medicine</b>	<b>General</b>		
	<b>Cardiology</b>		
	<b>Neurology</b>		
	<b>Respiratory</b>		
	<b>Psychiatry</b>		
	<b>Other (please state)</b>		
<b>Paediatrics</b>	<b>Dedicated Rotation</b>		
	<b>Concurrent / as part of duties</b>		
<b>Anaesthetics</b>			
<b>ICU</b>			
<b>HDU</b>			
<b>Emergency / A+E</b>			
<b>Oncology</b>		■	Chemotherapy Administered: Yes <input type="checkbox"/> No <input type="checkbox"/>
<b>Other (please state)</b> ■		■	

As well as being dedicated to your needs, we are also committed to security. Any personal information you give us is kept secure and can only be accessed by Zenj Integrated Services Limited t/a Zenj HSC Recruitment.

If you are looking for employment we will only divulge your personal information to a prospective employer or other third party with your permission and if we deem it necessary.

