



# SAHARA

## MULTI SPECIALITY HOSPITAL

NEAR RAGHO MAJRA PULI, LOWER MALL.

PATIALA (PB.) M.: 0175-2201020 E-mail: - [saharamulti33@gmail.com](mailto:saharamulti33@gmail.com)

Reference No. 236

dated 15.2.2018

To

Sawaranjeet Kaur W/o Sh. Amandeep Singh

V.P.O Rogla Teh.Sunam

Distt. Sangrur 148035.

Subject : **Offer Letter**

Dear Sawaranjeet Kaur

With reference to our discussion, we are pleased to offer you the position of registered nurse on the terms and conditions mutually discussed and agreed upon:

Your gross emoluments will be Rs.8000/- per month. You will be issued a detailed appointment letter on your joining us.

You are requested to report for duty on or before 1.05.2018 at 9 am and you will work for 40 hours per week.

In case you fail to report for duty on this date unless otherwise agreed in written the offer shall stand automatically withdrawn.

On the day of your joining you are required to submit the following:

1. Relevant copies of Academic/professional attainments and work experience.
2. Documentary evidence of date of birth.
3. Three passport size colored photographs.

If on verification, at the time of appointment or at a later date it is found that you have furnished wrong information, in such cases your services with company will be liable to termination.

Please sign duplicate of this offer letter as token of your acceptance of the above terms.

With best wishes

  
For Sahara Multi Specialty Hospital

(Managing Director)



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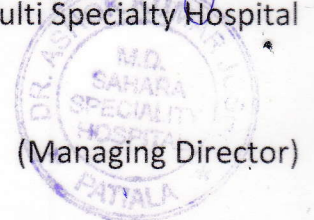
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7. To take vital signs and maintaining a record of the same.
8. To supervise the junior staff.
9. Management of routine procedures, patient's care, medical rounds, stock control, report writing etc.
10. Implementation of the patient record.
11. To maintain the relevant record of the patients.
12. To co-ordinate with the junior staff for the proper nutrition of the patients.
13. To care of the patient with dementia and other neurological disorder.

She was very dutiful and competent. I have no hesitation in recommending her .I wish her success in her future endeavors. I have no issue with her future appointments or otherwise

Her ability makes an asset to any institute.

*Ashok Kumar Joshi*  
For Sahara Multi Specialty Hospital



(Managing Director)



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PATIALA (PB.) M.: 0175-2201020 E-mail: - [saharamulti33@gmail.com](mailto:saharamulti33@gmail.com)

**Ref. No SH/11/2019**

**Date 01.04.2019**

**EXPERIENCE CERTIFICATE**

**TO WHOM IT MAY CONCERN**

It gives me a great pleasure to certify that **Sawaranjeet Kaur W/o Sh. Amandeep Singh** had worked as a registered nurse in emergency & General ward of this Hospital from 01.05.2018 to 31.03.2019. She has working 40 hours a week in day and night shift on rotational basis as required by the hospital. Her RN No. 7792 and RM number 7792. She performs the following duties : -

1. To interact with the physician and to obtain instructions for medications.
2. To provide pre-operative and Post operative personal and comfort care.
3. To record patient's symptoms.
4. To keep patient's medical record up to date.
5. To administer medications and treatments of patients and change their dressings.
6. To assist physician in cardiac emergencies.

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