

Ashley Keefe

Registered Nurse

Contact

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Fulton, MO 65251
573.550.9019

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LinkedIn:

<https://www.linkedin.com/in/ashley-keefe-rn/>

Dear Hiring Manager,

Upon learning about your job posting, I was eager to contact you with my interest. When reviewing the job description, I was excited to see how well my experience aligns with your company's needs and position requirements.

From reading your company's website, I feel your core mission and culture suit what I offer as a professional. As an adept Clinical Nurse Educator in the Operating Room setting, I have a well-rounded skill set in management and honed talents in time-management and organization, making me an ideal fit for your position.

Further, I am a recognized expert in motivation and a communicative collaborator. My previous roles have strengthened my capabilities in time-management and teamwork, including a keen attention to detail and accuracy.

I am excited at the prospect of bringing my talents to your team. I look forward to hearing from you, at your earliest convenience, to discuss how my experience and qualifications will prove valuable in your role.

Thank you for your time and consideration.

Sincerely,
Ashley Keefe

Ashley Keefe, BSN, RN, CNOR

keefea@health.missouri.edu

204 Lee Street | Fulton, MO, 65251 | 573-550-9019 | [LinkedIn: ashley-keefe-rn](#)

Professional Experience

UNIVERSITY OF MISSOURI HEALTHCARE

NURSE CLINICAL EDUCATOR | AUGUST 2022 - PRESENT

- Develop a training curriculum and mentor program for oncoming nurses and surgical technologists to enhance the delivery of patient care, resulting in a reduction in adverse incidents.
- Oversee professional development and certifications for all nurses and ensure compliance with Department of Health regulations

NURSING SUPERVISOR – OPERATING ROOM WEEKEND SUPERVISOR | JULY 2020 – AUGUST 2022

- Demonstrates effective leadership behaviors, modeling professionalism, accountability, and the pursuit of one's own professional growth and development
- Demonstrates necessary practical, technical or specialized knowledge and skills required for the role of the intra-operative nurse in accordance with AORN and other regulatory standards of practice
- Managed and maintained surgical schedule for 15+ operating rooms including trauma, orthopedics, neuro, robotic, cardiac, and vascular service lines.

STAFF NURSE – OPERATING ROOM | JULY 2019 – JUNE 2020

- Maintained a safe surgical environment.
- Assisted in preparing surgery schedules and planning perioperative care for surgical patients.
- Assisted physicians with examinations, procedures, and other patient care activities.
- Monitored patients for complications and conducted pre- and post-operative teaching to the patient and family members.

Education

MASTER OF BUSINESS ADMINISTRATION | EXPECTED FALL 2025 | UNIVERSITY OF MISSOURI

GPA: 3.7/4.0 - Emphasis in Life Science Innovation and Entrepreneurship

Completed Coursework: Accounting for Managers, Ethics & Leadership, and Organizational Behavior & Management

BACHELOR OF SCIENCE IN NURSING | JULY 2022 | UNIVERSITY OF MISSOURI

GPA: 3.8/4.0

ASSOCIATE DEGREE IN NURSING | JULY 2019 | COLUMBIA COLLEGE

Nursing Class President

Licenses & Certifications

CNOR (Certified Perioperative Nurse) – 1777904 EXP: 12/31/2027

Compact Missouri Registered Nurse License - 2019035508

ACLS/PALS Provider

BLS Provider and Instructor