



# JANICE VIGNOGNA

**PUBLIC HEALTH | CLINICAL NURSE | ADMINISTRATION & DATA**

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## QUALIFICATIONS

**2001 Master of Nursing  
(Mental Health)** QUT Kelvin  
Grove

**2000 Graduate Diploma  
(Mental Health)** QUT Kelvin  
Grove

**1995 Bachelor of Health  
Science** Charles Stuart  
University

**1994 Graduate Diploma Health  
Promotion** Kelvin Grove

## TRAINING

- Contact Tracing Officer  
Communicable Disease  
Education Modules
- Adult Advanced Life  
Support  
Paediatric & Neonatal  
Advanced Life Support
- Optimus Core & PEAKS  
Training  
Aggressive Behaviour  
Management
- E-TEK Triage &  
Resuscitation
- Child Safety and DOCS  
reporting

## PROFESSIONAL PROFILE

Dedicated public health and clinical professional with experience across frontline nursing, communicable disease management, and high-volume administrative and data-focused roles. Brings a strong commitment to accuracy, compliance, and patient and community outcomes, supported by a calm, organised, and highly adaptable working style. Experienced in public health operations, contact tracing, outbreak management, and records administration, as well as corporate invoice processing and data entry in regulated environments. Known for reliability, attention to detail, and the ability to manage sensitive information while working effectively across multidisciplinary teams.

## KEY ACHIEVEMENTS

**Delivered** effective case and contact management during periods of high public health demand, supporting timely intervention and community safety.

**Contributed** to outbreak management across aged care, disability, and education settings through clear infection control guidance and risk assessment.

**Maintained** high standards of accuracy and confidentiality when managing sensitive clinical and operational data across multiple systems.

**Supported** audit readiness and compliance through consistent documentation aligned with public health legislation and organisational policy.

**Recognised** for calm judgement, adaptability, and reliability in fast-paced clinical, public health, and administrative environments.

## CORE SKILLS & CAPABILITIES

- Public Health & Communicable Disease Management
- Clinical Nursing & Infection Control
- Contact Tracing & Case Management
- Data Entry & Records Administration
- Compliance & Policy Adherence
- High-Volume Processing & Accuracy
- Stakeholder & Interagency Communication
- Confidential Information Handling
- Time Management & Prioritisation
- Continuous Improvement & Adaptability

## CORE STRENGTHS

### Public Health & Clinical Insight

Strong understanding of public health operations, infection control, and clinical governance, with a clear focus on community outcomes and patient safety.

### Accuracy, Compliance & Detail

Highly reliable in managing sensitive information, complex records, and high-volume data while maintaining strict compliance with policies, legislation, and clinical standards.

### Calm & Resilient

Performs effectively in fast-paced and high-pressure environments, maintaining composure, sound judgement, and consistent quality of work.

### Adaptable & Continuous Learner

Quick to adjust to evolving guidelines, systems, and priorities, with a proactive approach to professional development and improvement.

### Collaborative & Dependable

Trusted team contributor who communicates clearly, supports colleagues, and follows through.

## REFEREES

### Brigid Johns - Nursing Director

Critical Care

Redcliffe Hospital

M: 0411 XXX XXX

E: brigidjohns@redcliffe.com

### Dr Mark Campling

Head Surgeon

Orthopaedic Ward

Redcliffe Hospital

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E: markcampling@redcliffe.com

## PROFESSIONAL EXPERIENCE

### Clinical Nurse – Public Health & Communicable Disease

Sept 2021 – Present

#### Metro North Public Health Unit

Delivered case and contact management for notifiable and communicable diseases in accordance with Queensland Health legislation, policies, and public health guidelines

- Conducted comprehensive health assessments, risk stratification, and follow-up for cases and close contacts
- Provided outbreak management and infection prevention advice across aged care, disability services, correctional facilities, schools, and early childhood settings
- Liaised closely with clinicians, epidemiologists, environmental health officers, and external agencies to coordinate timely public health responses
- Maintained detailed and accurate case documentation to support compliance, reporting, and audit requirements
- Contributed to service improvement initiatives, education programs, and stakeholder engagement activities
- Demonstrated calm and judgement and adaptability in rapidly evolving, high-pressure public health environments

### Clinical Nurse / Team Leader / Venue Health Manager

Mar 2021 – Sept 2021

#### Hotel Quarantine Management Team

- Provided clinical nursing care and health monitoring within hotel quarantine facilities during the COVID-19 response
- Coordinated day-to-day clinical operations, supporting infection control compliance and escalation pathways
- Led and supported multidisciplinary teams, including clinical and non-clinical staff, in a complex operational environment
- Acted as a key liaison between health services, emergency operations, police, and hotel providers
- Delivered education and guidance on infection prevention and control measures
- Managed health surveillance, documentation, and reporting in line with public health requirements
- Participated in on-call rotations, responding to clinical issues and operational incidents

### Clinical Nurse – Community & Acute Care

Dec 2019 – Jan 2021

#### Queensland Health & Affiliated Services

- Delivered patient-centred nursing care across community, acute, and public health-aligned settings
- Conducted patient assessments, care planning, health education, and referrals to appropriate services
- Supported individuals and families across diverse health, social, and cultural contexts
- Collaborated with multidisciplinary teams to ensure continuity of care and optimal patient outcomes
- Maintained clinical documentation in line with professional, ethical, and organisational standards
- Demonstrated strong advocacy, professionalism, and commitment to quality care