

Registered nurse job description

Updated October 17, 2026. Written and reviewed by the HRTally Research Team. Replace everything in [brackets].

Details

- Department: [Department]
- Reports to: [Manager title]
- Location: [City, State, or remote]
- Employment type: [Full-time, part-time, or seasonal]
- FLSA status: [Exempt or nonexempt]
- Pay range: [\$X to \$Y per year]

About [Company]

[Two or three sentences about what your company does, who it serves, and why people like working here.]

Job summary

We're hiring a registered nurse to assess, plan, and deliver safe, evidence-based care to patients on our [unit or specialty], working closely with physicians, nursing staff, and families.

What you'll do

- Assess patients' physical, emotional, and psychosocial status and document findings accurately.
- Develop and update individualized care plans with the care team.
- Administer medications and treatments, and monitor patient responses and side effects.
- Recognize changes in condition, escalate concerns, and respond to emergencies.
- Educate patients and families about conditions, medications, and discharge instructions.
- Delegate tasks to and supervise licensed practical nurses and nursing assistants as appropriate.
- Coordinate with physicians, therapists, case managers, and pharmacy.
- Follow infection prevention, patient safety, and privacy policies.
- Take part in quality improvement and unit meetings.

What you'll need

- Active registered nurse license in [State], or a multistate license under the Nurse Licensure Compact.
- Graduation from an accredited nursing program (ADN or BSN).
- Current Basic Life Support (BLS) certification. Advanced Cardiovascular Life Support (ACLS) required for [units].

- Ability to work [shift pattern], including weekends and holidays on rotation.

Nice to have

- Bachelor of Science in Nursing (BSN).
- One or more years of experience in [specialty].
- Specialty certification such as CCRN, CEN, or CMSRN.
- Charge or preceptor experience.

Skills

Clinical assessment, Medication safety, Critical thinking under pressure, Patient and family education, Teamwork and delegation, Clear documentation.

Physical demands and work environment

Hospital or clinical unit. Requires standing and walking for long periods, lifting and repositioning patients with assistive equipment, and exposure to infectious disease with protective equipment provided.

Pay and benefits

[\$X to \$Y per year], based on experience and location. [List benefits, such as health insurance, retirement plan match, paid time off, and training.]

Equal opportunity

[Company] is an equal opportunity employer. We consider all qualified applicants without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, age, disability, genetic information, veteran status, or any other status protected by law. If you need a reasonable accommodation to apply or interview, contact [name] at [email or phone].

Hiring notes for HR and the hiring manager

Pay data

- Median hourly wage: \$46.90 (BLS OEWS, May 2025, SOC 29-1141, Registered nurses).
- Median annual equivalent: \$97,550 (hourly median x 2,080 hours).
- Mean annual wage: \$101,420.
- Check state and metro data at bls.gov/oes before setting your range, and include the range in postings where the law requires it.

Exempt status and legal notes

FLSA status: Depends on duties. Duties and pay decide overtime eligibility, not the job title.

Nurses must hold an active license in the state where the patient is located. More than 40 states and territories have joined the Nurse Licensure Compact, which lets nurses with a multistate license practice across member states. Many hospital nurses are paid hourly and receive overtime even though nursing can meet the learned professional exemption; hospitals may also use the 8 and 80 overtime system allowed for healthcare under the FLSA. Verify licensure through Nursys or your state board before the start date.

How to customize it

- State the patient ratio and shift length up front.
- Be specific about floating, on-call, and mandatory overtime policies.
- Mention sign-on bonuses, tuition help, and clinical ladders, which nurses compare across offers.
- Separate requirements for new graduates from those for experienced hires.

Interview questions

1. Tell me about a time you caught a change in a patient's condition early. What did you notice and what did you do?
2. How do you prioritize when three patients need you at once?
3. Describe a time you disagreed with an order. How did you handle it?
4. How do you make discharge teaching stick for a patient who is overwhelmed?

Before you post

- Separate required from preferred. Required means you won't hire without it. Everything else is preferred. Long required lists screen out qualified people.
- Describe physical demands and environment. Lifting, standing, shifts, travel, noise, temperature. This sets honest expectations and supports an ADA essential functions record.

- State the pay range. Required in a growing list of states and cities, and expected by candidates everywhere else.
- Say exempt or nonexempt. Decide based on duties and salary before you post, and keep the classification consistent with how you pay.
- Name required licenses and checks. Licenses, certifications, background checks, drug tests, and driving record reviews, with the timing of each.
- Add the accommodation and EEO statement. Tell candidates how to request a reasonable accommodation, and include your equal opportunity statement.

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