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|  | ObjectivesI like to be responsible for my duties, with my best efforts, I am always ready to face problems and difficulties.EducationSTI System Technology InstituteBachelor of Science in Nursing graduated in October 2010Experience**Private Duty Nurse** ( August 2014 – January 2016 )Was able to handle a patient with quadriplegia due to car accident, a 65 year of age, female.* Prioritize safety first
* Monitored Vital Signs and health of the patient
* Good ability for transferring the positions of the patient’s safely
* Extensive knowledge about home care and clinical practices
* Ensured that all the instructions of the physician were followed accurately
* Supervised and scheduled appropriate nutritional diet
* Administer, dressing nursing services, medications and treatment
* Recorded, observed and evaluated symptoms
* Performed excellent care to the patient (TLC) Tender Loving Care
* Ensured that there was regular communication with the patient and physician
* Maintained all the necessary equipment and proper medical supplies
* Identified proper healthy and hygienic environment
* Helps patients in performing personal care duties, such as bathing, washing of mouth and skin, toileting, eating, hydration, grooming and dressing
* Give health teachings
* Responsible for recording important patient record
* Do the aftercare

Skills* Good listening skills
* Excellent spoken and written communication skills
* Skilled in word and excel
* Dedicated and careful – high level of accuracy and attention to detail
* Good in time management

Assistant Pharmacist (January 2011 – July 2014)BOTICA ERMA, Philippines* Established rapport with customers and Clients
* Assisted in the daily processing of prescription orders
* Verified complete prescriptions and accurate re-filling
* Generated purchase orders and reconciled invoices
* Checked new prescriptions and notified the Head Pharmacist
* Daily checking of pharmacy equipment and supplies maintenance record
* Inventory of stock including drugs, equipments, utensil and etc. off-shelf and in the warehouse
* Prepared monthly purchase request
* Dispensed prescriptions to customers and assisted in selling over-the-counter medicines
* Customer-service agent responsible for answering query of customers or Clients over the phone or upfront

Skills* Advanced knowledge in Microsoft Office (Word, Excel)
* Result-oriented
* Team-player
* Keen attention to details
* Understanding of basic law and guidelines in medicinal practice
* Self-started with ability to work in a minimal supervision

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