

Whats app Mobile:+971504753686

 Gulfjobseeker.com CV No:1575570

E-mail: gulfjobseeker@gmail.com

Dear Recruiting/HR Manager,

I am a Philippine Registered Nurse with 1 year and 5 months hospital experience but No Haad license. I am seeking for an employment in your respective country and in your facility. My goal is to be able to gain more working experience in helping and taking care of the well-being of the patients. I am also willing to learn many different cultures and I can assure you that I am qualified and knowledgeable in position that you will offer to me. My expected minimum basic salary is 4,000 dirhams in any suitable nursing position but please let me know if you have different salary offer

Thank you.



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**Objective:** To gain further professional nursing experience working abroad and I am also devoted in giving quality service for the benefit of the company, my client, and myself.

**Education:** Bachelor of Science in Nursing

**Year Graduated:** March 2010

**Qualifications:** Registered Philippine Nurse PRC No. 0646248

**Work Experiences:**

Las Piñas General Hospital and Satellite Trauma Center

– Staff Nurse for 1 year and 5 months

1 May 2014 – 31 October 2015

Medicard Philippines Inc.

– Customer Management/Healthcare Insurance Assistant-Call Center for 1 year and 4 months, Sept 2012 – January 2014

APAC Customer Service Inc. Alabang Branch

-Call Center/Healthcare Insurance Associate (Connecticut-based) for 1 year

July 2011- July 2012

BOIE Manufacturing Pharmacy Inc.

– Customer Care Assistant/Pharmacy Assistant for 6 months

2010 Nov – 2011 May

**Skills and Interest**

* Proven record of reliability and responsibility
* Possess a caring behavior, able to enjoy work and multi task effectively
* Organized with good interpersonal relation skills
* Medical terminology and medication administration skills
* Knowledgeable in customer assistance, call center handling.
* Computer skilled, proficient in all documentation or record maintenance

**Nursing Credentials**

**Graduate of Bachelor of Science in Nursing (**June 2006 – March 2010)

University of Perpetual Help System Laguna – Dr. Jose G. Tamayo

* **Philippine Licensed Registered Nurse (RN), July 2010**
* Intravenous Therapy Training, 2011
* Basic Life Support Seminar, 2010
* Leadership Development Program, 2010
* Chest Tube Management, 2009
* Registered Member of Philippine Nurses Association
* Member of Philippine Red Cross

**Nursing Career Progression**

1. **Las Piñas General Hospital and Satellite Trauma Center**

1 May 2014 – 31 October 2015(Most Recent)

**Staff Nurse (Area: Pediatric Ward/Medical Ward):**

Provide high quality nursing care for vascular-thoracic and cardiac patients within 150-bed government hospital 30 hours per week. Implement patient care to ratio of 1 nurse is 20 patients per ward in a 50-bed unit, with cardiac, respiratory and other serious health conditions. Assume rotating charge nurse duties supervising up to 3 nurses when required. Assess post-surgery patients, initiated and monitored IV medications and vital signs. Educate patients and families on disease processes, safety, treatment plan, and doctors’ orders. Carefully monitor, record and report symptoms and changes in patient’s conditions.

1. **MEDICARD Philippines Inc.**

Sept 2012 – January 2014

**Customer Management Assistant/Call Center Agent:** Handles telephone inquiries and provides corresponding assistance promptly.

Facilitate the validation, verification, and approval of outpatient consultations and procedure.Accomplished daily Call Log Sheets and prepare the Patient Information Sheets of phoned-in reports of hospital admissions.Receives and logs customer complaints using specified form and tries to deliver solutions/actions to these complaints.Assist internal customers to their various concerns.

1. **APAC Customer Service Inc. Alabang Branch**

July 2011- July 2012

**Call Center/Connecticut-based Healthcare Insurance Associate:** Promote client service care, observed confidentiality and help clients to resolve their queries. Interact with clients to provide information in response to inquiries about products or services and to handle and resolve complaints by telephone. To develop rapport with the customer base, greet by name, have knowledge of account ownership, be responsive and timely with correspondence and problem resolution, and display a caring attitude, ethical and informative. Follow up with an individual client until a question or an issue is resolved. Motivate self to increase knowledge and skills by in-house trainings and seminars.

Have complete knowledge of services rendered, and complete line of products, taking responsibility to stay update and ask for assistance to acquire latest developments. Always answer confidently or find appropriate solutions to client’s problems.

1. **BOIE DrugStore**

2010 Nov – 2011 May

**Customer Care Assistant/Pharmacy Assistant:** In-charge in selling, counseling of patient, doing outside promotional activities andother tasks that will assigned by the Pharmacist/OIC.Always be presentable with strong customer relation skills. Assist clients on their inquiry and concern. Drugstore and POS experienced. Willing to re-assign to other stores, as needed, flexible and can do multi-task activities.

**Personal Information**

Age: **26 years old**

Gender: **Female**

Civil Status: **Single**

Date of Birth: **February 26, 1989**