**First Name of Application CV No1644366**

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**OBJECTIVE:**

To work in a medical facility where in my experience is an advantage in catering quality health care and humanitarian services to its general clientele. To seek a registered nurse position where in profession along with personal skills can help maximize spiritual growth in the service of God and humanity in dedication to my work.

**QUALIFICATIONS:**

* Registered nurse, effectively handle the primary care/emergency.
* Possesses good interpersonal & communication skills and manages multi-tasking effectively.
* Has passion for learning high stress tolerance & willing to be trained.
* Proven team player, flexible, fast learner and alert.
* Have UAE Driving License.

**WORK EXPERIENCE:**

**AL ZAHRA HOSPITAL,** Al Zahra Street, Sharjah, United Arab Emirates

***STAFF NURSE***, March 2002 – September 2015

**Duties & Responsibilities:**

* Identify patients care requirements by establishing personal rapport with potential and actual patients and other persons in a position to understand care requirements.
* Establish a compassionate environment by providing an emotional, psychological, and spiritual support to patients, friends, and families.
* Promote patients independence by establishing the patient care goals; teaching patient, friends, and family to understand condition, medications, and self-care skills; answering questions.
* Assures quality of care by adhering to therapeutic standards; measuring health outcomes against patient care goals and standards; making or recommending necessary adjustments; following hospital and nursing division's philosophies and standards of care set by state board of nursing, state nurse practice act, and other governing agency regulations.
* Resolves patient problems and needs by utilizing multidisciplinary team strategies.
* Maintains safe and clean working environment by complying with procedures, rules, and regulations; calling for assistance from health care support personnel.
* Protect patients and employees by adhering to infection-control policies and protocols, medication administration and storage procedures, and controlled substance regulations.
* Documents patient care services by charting in patient and department records.
* Maintain continuity among nursing teams by documenting and communicating actions, irregularities, and continuing needs.
* Maintains patient confidence and protect operations by keeping information confidential.
* Ensures operation of equipment by completing preventive maintenance requirements; following manufacturer's instructions; troubleshooting malfunctions; calling for repairs; maintaining equipment inventories; evaluating new equipment and techniques.
* Maintains nursing supplies inventory by checking stock to determine inventory level; anticipating needed supplies; placing and expediting orders for supplies; verifying receipt of supplies; using equipment and supplies as needed to accomplish job results.
* Maintains professional and technical knowledge by attending educational workshops; reviewing professional publications; establishing personal networks; participating in professional societies.
* Maintains a cooperative relationship among health care teams by communicating information; responding to requests; building rapport; participating in team problem-solving methods.
* Contributes to team effort by accomplishing related results as needed.
* Clerical Task, like answering phones and processing paper works including discharge, transfer, and admittance form.
* Act as liaison between patients, nurses, doctors, and different department within the hospital or care facility.
* Provide guidance, support and advice to patient dealing with complex medical issues.
* Scheduling appointments, assisting with major decisions, helping patient understand complex medical information.
* Processes customer and account source documents by reviewing data for deficiencies; resolving discrepancies by using standard procedures or returning incomplete documents to the team leader for resolution.
* Enters customer and account data by inputting alphabetic and numeric information on keyboard or optical scanner according to screen format.
* Maintains data entry requirements by following data program techniques and procedures.
* Verifies entered customer and account data by reviewing, correcting, deleting, or reentering data; combining data from both systems when account information is incomplete; purging files to eliminate duplication of data.
* Tests customer and account system changes and upgrades by inputting new data; reviewing output.
* Secures information by completing data base backups.
* Maintains operations by following policies and procedures; reporting needed changes.
* Maintains customer confidence and protects operations by keeping information confidential.
* Contributes to team effort by accomplishing related results as needed.
* Evaluating care quality and working with other care professionals to that the correct path is being taken.

**CRUMAN ENTERPRISE,** Batangas, Philippines

***BRANCH MANAGER*** May 1998 – January 2001

**Duties & Responsibilities:**

* Managing and supervising the store.
* Responsible for the incoming and out coming products.

**EDUCATION:**

Golden Gate Colleges, Philippines

**Bachelor of Science in Nursing (BSN),** 1992-1996

Technical Education and Skills Development Authority (TESDA), Philippines

**BUILDING WIRING ELECTRICIAN,** Certificate No. 043961696, 1997

**SEMINARS ATTENDED:**

**AMBULANCE TRAINING SECTION**

Department of Health & Medical Services, Dubai, UAE

**BASIC LIFE SUPPORT,** March 2006

Professional Education Programme, Sharjah, UAE

**ADVANCE CARDIAC LIFE SUPPORT PROVIDER,** November 2005

Affiliated with the American Heart Association, Dubai, UAE

**3RD INTERNATIONAL EMERGENCY MEDICAL SERVICESCONGRESS,** September 2005

Arab Health, Dubai, UAE

**AFFILIATION:**

**The Filipino Nurses Association in Emirates (FNAE) –** Member

**Philippine Nurses Association (PNA)** – Member

**International Council Nurses** - Member

**ACHIEVEMENT:**

**NURSE OF THE YEAR,** 2004

Al Zahra Private Hospital (Department of Nursing)

Sharjah, United Arab Emirates