**EDUCATIONAL BACKGROUND**

***Associate Course* Certificate 3, Aged Care**

Clark Education City/ Site Education Australia

 Clarkfield Pampanga, Philippines (May 2011)

***College*** **Bachelor of Science in Nursing**

 Central Luzon Doctors’ Hospital, E.I.

 San Pablo, Tarlac City (April 11, 2006)

***Secondary* Tarlac State University- Laboratory School**

 Lucinda Campus, Tarlac City (April, 2002)

 **E*lementary* Ecumenical Elementary School**

 Rizal St., Tarlac City (March 1998)

**PERSONAL DATA**

***Birth date :*** February 20, 1985

***Birth place :*** Philippines

***Nationality :*** Filipino

***Status :*** Single

***Religion :*** Roman Catholic

***Sex :*** Female

**JOB EXPERIENCE:**

***WORK EXPERIENCE/ CALL CENTER EXPERIENCE:***

**Call Center Representative *(Health Care Associate)***

**GLOBAL SOLUTIONS**

**Address: *EASTWOOD CITY, LIBIS QUEZON CITY, PHILIPPINES***

***August 2014- January 29, 2016***

***JOB DESCRIPTION:*** Serves Health Care Providers by determining Health Insurance’ type of plan; answering patient’s health coverage inquiries once completely been verified; providing comprehensive health plan benefits and eligibility; maintaining database.

**Call Center Representative**

**GLOBAL SOLUTIONS (CONVERGYS*)***

**Address: *Building 2112-2113 C.P. Garcia Street, Clarkfield Pampanga, Philippines***

***November 2012-January 2014***

***JOB DESCRIPTION:*** Ensuring that customers’ concerns are understood to be able to properly address technical concerns of their hardwares/ systems. Provides comprehensive technical support on trouble shooting computers and tablets and accurately diagnoses any glitch.

**Aged Care Provider**

**INTERNATIONAL TRAINING MANAGEMENT GROUP**

**Address: *Clark Freeport Zone, Clarkfield Philippines 2023***

***Jan-May 2011***

***JOB DESCRIPTION:*** Assisting clients with personal care activities; provides companionship and support during daily activities; performing household tasks such as preparing nutritious meals, implements strategies for managing dementia and other health issues for each clients. Delivering activities that promote emotional and intellectual stimulation. Maintains a safe living environment by minimizing or removing safety risks or hazards.Liaising with other health care professionals, family members and carers.

**Staff/ Dental Nurse**

**DENTISTS MEDICAL CENTER**

**Address: *(Dammam, K.S.A) 2008-2010***

***JOB DESCRIPTION:*** Building rapport with patients; manages patients appointments; sterilizes all equipment and makes sure all are ready before procedures and treatments; processes Labs requests, X-rays; manages stock control. Good dexterity and coordination. Good organizational skills. Works under pressure.

**Staff Nurse**

**MUNICIPAL HOSPITAL**

**Address: Malasiqui Road, Malasiqui Pangasinan, Philipppines**

 ***August 2007- March 2008***

***JOB DESCRIPTION:*** Monitor, record and report symptoms and changes in patients' conditions through comprehensive nurse’s charting; record patients' accurate medical information and vital signs; modifying patient’s treatment plans as indicated by patients' responses and conditions and coordinate with health care team members to assess, plan, implement and evaluate patient care plans.

**First Name of Application CV No:** **1706094**

Whatsapp Mobile: +971504753686

