**Meliza**

**Meliza.335711@2freemail.com**

**OBJECTIVE :** To obtain a career opportunity as a nurse where I can apply my diversified background and skills in meeting the organization’s goals that will enable me to grow professionally as a person in the industry.

**PROFESSIONAL EXPERIENCE**

**Dr. Gloria D. Lacson General Hospital**  *August 16, 2013 - Present*

Castellano, San Leonardo, Nueva Ecija, Philippines

Position: **Head Nurse**

Areas: **Operating Room & General Ward**

**Job Description:**

* Gives direct nursing car, identifies nursing needs of patients.
* Plans, gives and evaluate nursing care and provide direct care to assigned patients.
* Take the nursing history, summarize data, and state nursing diagnoses/patient care needs.
* Observe and record signs, symptoms, and behaviors, including the physiological status of patients; present the assessment of changes, the proposed revision of interventions, and desired outcomes.
* Follow policy for activating an individualized plan of care for newly admitted patients.
* Deliver designated nursing interventions to assigned patients that are consistent with the stated medical plan of care.
* Perform admission, discharge and transfer procedures, and assist others with patient's activities and care.
* Execute physician's orders for all assigned patients; safely and properly administers medications and treatments.
* Notify appropriate nursing and medical staff to changes in the patient's status.
* Independently perform duties and assume responsibility for care of assigned patients. • Perform techniques and routines in the specialty service area.
* Perform or assist others to perform proper aseptic techniques, isolation procedures, and infection control measures.
* Document nursing care in all assigned patient records.
* Maintain patient's privacy and confidentiality of information and records at all times.

**PROFESSIONAL EXAMINATIONS TAKEN**

|  |  |
| --- | --- |
| **HAAD Licensure Exam** | Makati City, PhilippinesResult: PASSED |

|  |  |
| --- | --- |
| **Nursing Licensure Exam** | Professional Regulation CommissionJune 2-3, 2013RN License Number: |

**SEMINARS AND TRAININGS ATTENDED**

* **Basic Intravenous Therapy Training**

Eduardo L. Joson Memorial Hospital

Maharlika Highway, Brgy. Daan Sarile, Cabanatuan City, Nueva Ecija

August 16 – 18, 2013

* **Basic Life Support – CPR/AED Course for Healthcare Providers**

 Philippine National Red Cross

 Old Capitol Compound, Llanera St., Cabanatuan City, Nueva Ecija

 December 1-2, 2015

* **Hilot (Wellness Massage) NC 2**

 Allen Institute of Technology

 St. Nicholas de Tolentino Parish Church, San Nicolas, Gapan City, Nueva Ecija

 December 18-22, 2013

* **Free Circumcision Program**

Headquarters, 81st Infantry (Spartan) Battalion, 7th Infantry Division, Philippine Army

Brgy. Bugbuga and Brgy. Calaoaan, Municipality of Sta Cruz Province of Ilocos Sur

May 17-18, 2015

**SKILLS & VALUES**

* Computer literate in programs, such as MS Word, Excel and PowerPoint
* Extensive knowledge of medical equipment, pharmaceuticals, terminologies
* Able to establish rapport with a variety of clientele and maintain a calm, professional manner throughout critical incidents.
* Highly motivated, reliable and committed to professional standards.

**EDUCATION**

**Tertiary: BACHELOR OF SCIENCE IN NURSING**

**School:** College of the Immaculate Conception

Cabanatuan City, Nueva Ecija

S.Y. 2012-2013

**Secondary:**

**School: HOLY ROSARY COLLEGES FOUNDATION**

 San Roque Calaba San Isidro Nueva Ecija

S.Y. 2007-2008

**Primary:**

**School:**  **SAN NICOLAS CENTRAL SCHOOL**

 San Nicolas, Gapan City, Nueva Ecija

 S.Y. 2003-2004

**PERSONAL INFORMATION**

**Age**  : 24 years old

**Sex**  : Female

**Date of Birth** : February 15, 1992

**Place of Birth**: San Nicolas, Gapan City

**Height**  : 5’1”

**Weight** : 40 kilograms

**Civil Status** : Single

**Nationality** : Filipino

**Religion** : Roman Catholic