Jennnif

[Jennnif.372700@2freemail.com](mailto:Jennnif.372700@2freemail.com)

Dear Hiring Manager,

I received my Degree in Bachelor of Science in Nursing from one of the respected school in the Philippines. I was able to complete my Related Learning Experiences. I took the Nurse Licensure Examination last December 2010 in Xavier University, Cagayan de Oro and passed the said exam.

My strong nursing skills have enabled me to work throughout my years of practical experience. I have experienced in providing direct care to patients and making essential nursing judgments. In my noble job as nurse, I was responsible for systematically assessing the health care requirements of individuals or groups and for the formulation of a care plan, its accomplishment and assessment. Moreover, I have a demonstrated ability for decision making by integrating academic knowledge with handy experience in caring for patients.

If character, ability and willingness to work are desired, I can fill the position to your complete satisfaction.I know my extensive experience with medical protocol and tools, knowledge of first aid, and great communication skills prepares me for this position. I am self-motivated, hardworking and I have excellent organizational and critical thinking skills. I have the patience and compassion to work with patients and I am a great listener, which helps in determining the diagnoses. I have the skills to treat small injuries and medical issues and to determine when an employee should see the company physician for more in-depth treatment. If an injury is serious I can assist the patient to the hospital and remain with them until treatment has been rendered. It has come to my realization that it would prove more helpful in my profession if I’ll try to explore other challenging work opportunities, where I could be better able to develop my skills and abilities, and at the same time welcome a new learning process. I am now looking forward to convey my experience in this prestigious company and highly competent faculty and staff.

I look forward to discussing my suitability for the position with you further. Thank you for your time and considering my application.

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***JENNIF***

**Current Location: Philippines**

**SKILLS**: Advocate for patients rights; work with dedication and commitment; patient centered, hardworking and energetic; flexible; always ready to deal with different kinds of individual; adapt easily to change of environment and work schedule; honest and trustworthy; maintain a positive attitude; interface well with patients, families, and health care staff.

**OBJECTIVE**: To work in an institution that would enhance my knowledge, skills, and attitude in rendering services to people, to have continuous interest in seeking knowledge and information based on what is good and right and to become indispensable instrument in the effective and responsive delivery of quality care to all through this employment.

PERSONAL INFORMATION

* Date of Birth: July 28, 1988
* Place of Birth: Iligan City
* Civil Status: Married
* Weight: 49kg.
* Height : 5’2
* Religion: Bible Baptist
* Sex: Female

LANGUAGE SPOKEN

Language: PRofieciency Level: (5=Excellent; 1=Poor)

1. English 5
2. Tagalog 5

**EDUCATIONAL BACKGROUND**

**Highest Educational**

Education Level: Prof’l License (Passed Board/Bar/Prof’l. License exam High School Diploma

Education Field: Registered Nurse

Course: Bachelor of Science in Nursing

School: North Central Mindanao Colleges (2008-October2009)

Iligan Medical Center College (2005-2008)

Location: Iligan City/ MAranding, Lala, Lanao del Norte

Date: June 2005- October 2009

**Second Highest Education**

Education Level: High School Diploma

School: Iligan City National High School

Location: Iligan City,Lanao del Norte

Date: June 2000- October 2004

**WORK EXPERIENCE**

**I have been working for 5 year(s).**

1. **POSITION:** Occupational Health Nurse

**DURATION**: April 2014 - Present

**COMPANY**: SAN MARTIN STEEL INCORPORATED

**LOCATION**: BArangay, San Martin, Villanueva, Misamis Oriental

**DEPARTMENT**: HEALTH AND HUMAN RESOURSE ADMINISTRATION

**JOB DESCRIPTION:**

* Assists in the assessment of client's condition and/or anticipates potential problems
* Documents results of screenings and testing in client records.
* Inventories and orders supplies and medication as needed.
* Ensures that exam and post-clinic rooms or other areas are cleaned to maintain a safe, therapeutic, and hygienic environment; ensures adequate supplies are available and that equipment is in working order.
* Interviews clients initially and records pertinent data and information.
* Attends staff meetings and participates by sharing information during meetings.
* Instructs and guides health aides, volunteers, and/or students in carrying out a variety of tasks.
* Educates and advises clients on pertinent health issues.

1. **POSITION**: PRIVATE DUTY NURSE

**DURATION**: March 2012- March 2014

**COMPANY**: PRIVATE DUTY NURSE

**LOCATION**: 3RD Street, Doña Juana, Pala-o, Iligan City, Philippines

**JOB DESCRIPTION**:

1. Adequate medical assessment and history is taken in collaboration with other members of the healthcare providers such as the dietician or the physician
2. Day-to-day patient interaction
3. Vital signs checking (changes and alterations documented)
4. Administration of medications and treatments (as pre ordered by physician)
5. Diet supervision and monitoring (with considerations to dietician advise and medical condition)
6. Providing or assisting patient in self-care
   * Bathing needs
   * Elimination
   * Other self-care needs (may involve hair and nail care)
7. Providing range of motion exercises (may be passive or active depending on the condition)
8. Make an assertive plan to prevent bed sores, contractures and muscle wasting is to be provided
9. When alterations are observed, treatments and remedies are to be performed accordingly
10. Documentation of patient’s condition and pointing out significant changes, to be reported to the physician and to the families
11. Maintains optimum health and well-being of the patient
12. **POSITION**: CLINIC Nurse

**DURATION**: January 2011- December 2011

**COMPANY**: TAMANO Chelation Clinic

**LOCATION:** PhilAM Building, Iligan City

**JOB DESCRIPTION:**

* Offered high-quality medical support to clinical patients patients presenting a wide variety of medical symptoms with various health care concerns.
* Managed the sterilization of medical equipment after each use. Performed sanitization of medical examination rooms before and after patient visits.
* Measured vital signs of patients during the intake process obtaining medical history and observing initial symptom

LICENSES/CERTIFICATION

LICENSE/CERTIFICATION LICENSE NO./CERTIFICATION DATE

1. Licensed Registered Nurse 03/07/2011

2. Certification of Board Passer Professional Regulation Commission 03/07/2011

3. College Diploma Bachelor of Science in Nursing October 2009

4. Occupational First Aider Philippine Red Cross April 26, 2017

**SKILLS**

***SKILL******Proficiency******Remarks***

*1.* MS Word Average Enough knowledge in making reports and other data.

2. MS EXCEL Averag Know how to use different short cuts in creating report and data.

3. MS Power Point Average Enough knowledge to create a desired presentation with unique creativity

4. Skill in both verbal and written communication.

5. Knowledge of theory, principles, practices and techniques of general professional nursing care

6. HR Admin Assistant Excellent Support and assist HR administrative works

7. Document Controller Excellent Filing and updating documents of the Company.

CLINICAL INTERNSHIP

**DATE:**

June (2007) – March (2010)

* Iligan Medical Center Hospital, Iligan City
* DR.UY Hospital, Iligan City
* Gregorio T. Lluch Hospital, Iligan City
* Northern Central Mindanao Colleges, CDO
* Lanao Del Norte Provincial Hospital, Baroy, Lanao del Norte
* Kapatagan District Hospital, Kapatagan, LDN.
* MHARS Regional Training and Teaching Hospital, Ozamiz City
* Vicente Sotto Memorial Medical Center, Cebu

**Summer 2008**

* Vicente Sotto Memorial Medical Center, Cebu City

SEMINARS AND TRAININGS ATTENDED

**DATE TOPIC**

September 25, 2007 “Fluids and Electolyte: Hemodialysis”

Iligan Medical Center College

September 18, 2007 “Pregnancy-Induced Hypertension”,

Iligan Medical Center College

February 11, 2009 “Thrust Towards Quality Nursing Care Through Advances in Diabetes Mellitus ursing Perspective,

Tubod, Ldn.

November 26-28, 2008 “ Integrated management on Childhood Illnesses”,

Tubod, Ldn.

February 17, 2010 “STD: from Pleasure to Pain.An Introduction to Communicable Disease Nursing.”

Holistic Professional Nursing Consultancy, Inc.

Sto. Rosario, Iligan City

June 12-14, 2011 “ Basic Life Support (BLS) and ECG Interpretation Training Course”

Crystal Inn, Iligan City

“Advanced Cardiac Life Support (ACLS)

Crystal Inn, Iligan City

June 28-30, 2011 Intravenous Therapy Mercy Communtiy Hospital, Iligan City

April 26-28, 2017 Basic Life Support- Adult Cardiopulmonary Resuscitation for Lay Rescuer

San Martin Plant, Villanueva, Misamis Oriental