

# Jenelyn C. Yap, MD, MPM

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LinkedIn Account:

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## SUMMARY OF QUALIFICATIONS

- Six years of experience as a **General Physician** with a position as **Health Care Manager and Administrator** for a municipality of 26,000 population and as an **Resident Physician** for a 100-bed capacity hospital.
- Strong background in management and administration, clinical management.
- Proven skills in innovation, team management, negotiation, project management, clinic and community organization, systems development.
- Proven skill in emergency health management as an Emergency Room Doctor. Provided utmost professional care and follow ups when the patients are wheeled to the wards.
- Professional communication skills include fluency in English, A1 level in French.
- Recent graduate of Master in Public Management and Health Systems Development and Doctor of Medicine
- Computer skills include:
  - MS Office, internet and email
  - Social Media
  - Wordpress, Canva

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## PROFESSIONAL EXPERIENCE

**Municipal Health Officer – Health Care Manager and Administrator**  
Department of Health, Philippines

2014– 2017

Improved health outcomes for the population of Dapa, a town of 26000 population, done by initiating innovative health projects, which involved various stakeholders from different sectors of the community, creating leaders out of staff members and key members of the community, developing health systems and strategies to achieve short and long term goals.

- Increased the health budget for the town by clearly presenting data and lobbying it to the government officials.
- Added health care stations (fully equipped health care buildings) on a couple of islands away from town to bring health care to people living there by negotiating with various private and public organizations.
- Afforded equal opportunities to clinic applicants.
- Trained staff and myself in new health technologies and management strategies.
- Conducted numerous health programs that targeted all members of the populations (From private and public leaders and their staff, to the elderly, teenagers, children, pregnant women, people who are differently abled, and children with special needs.)

**Resident Physician**  
Digos City, Philippines

2018 – present

Manage patients in the emergency room and the wards of a tertiary hospital with 100-bed capacity.

- Ensure that patients are stable before transferring them to the proper department for further evaluation.

- Request the appropriate medical tests and based on them, follow a treatment plan
- Answer to ward calls, including the ICU, when main Attending Physician is not available
- Recruit new physicians to fill up posts in the hospital.
- Write up schedules for physicians on duty.
- Complete hospital charts for insurance claims.
- Involve in medical missions

**Writer**

2009-2010

Essays.ph , Philippines

- Write 5 engaging content in diverse topics (from healthcare to travel, to kitchen wares) every day that are Search Engine Optimized.

**VOLUNTEER EXPERIENCE**

**Ghostwriter and Social Media Manager**

2015-2018

Travel Imagez, Netherlands

- Create engaging content about travel and photography that are search engine optimized.
- Increased page views of the website by promoting content in social media
- Increased followers in social media.
- Connected with hotel brands and travel boards for promotions and sponsorships.

**English Teacher**

2019

Vietnam

- Taught English to children in a small mountain village while on vacation

**EDUCATION**

**Masters in Public Management,  
Major in Health System Development**

2014-2016

Development Academy of the Philippines, Philippines

- Leadership Award

**Medical Internship:** Southern Philippines Medical Center

2013-2014

**Doctor of Medicine**

2009-2013

Mindanao State University, Marawi City, Philippines

Pinoy MD Program Scholarship Awardee

**Bachelors of Science in Biology**

2005-2009 Mindanao

State University, Marawi City, Philippines

- Magna Cum Laude
- Academic Scholarship Awarded