# MYLENE C. GALAMGAM

CAREGIVER

## OBJECTIVE

To gain a position as a CAREGIVER that will fit my qualifications, utilize my capabilities, develop my potential and enhance my knowledge , and in the process , promotes personal and professional growth.

## CONTACT


+639458141458

charmlozada24@gmail.com

#60 Pagal,San Carlos City
Pangasinan, 2420 Philippines


## EDUCATION

Bachelor of Science in Nursing
Virgen Milagrosa University Foundation
San Carlos City, Pangasinan
2003 - 2005

Associate in Health Science Education
Virgen Milagrosa University Foundation
San Carlos City, Pangasinan
2001-2002

Speaker Eugenio Perez National Agricultural School
San Carlos City, Pangasinan
1997-2001

## QUALIFICATIONS

- Basic Caregiving (Bathing Dressing and Personal Hygiene, Feeding, Toileting and ambulation transfer.
- House Assistance/ Bed Making, laundry assistance home cleaning).
- Assisted clients with daily activities.
- Oxygen administration, Nebulization, Tracheostomy Care.
- NGT Feeding and Management, PEG Feeding and Care, CBG Monitoring and Basic Insulin
- Administration, Urinary Catheterization Management, Colostomy Care, Basic First Aid.
- Superior ability to work independently.

## EXPERIENCE

Supervisor Nurse
(ER/OR,ICU/NICU/D/ GENERAL WARD)
Pangasinan Doctors Hospital
San Carlos City, Pangasinan
February 1, 2015 - Present

Head Nurse
Emergency / Operating Room
Pangasinan Doctors Hospital
San Carlos City, Pangasinan
June 2012 - January 2015

Staff Nurse
General Ward
Pangasinan Doctors Hospital
San Carlos City, Pangasinan
February 2010 - June 2012

Operating Room Nurse
Pangasinan Doctors Hospital
San Carlos City, Pangasinan
August 2005 - December 2008

## EXPERTISE

| | | |
|---|---|---|
| Physical Strength | Flexible | Compassion |
| Good Stamina | Adaptability | Empathy |
| Communication | Multitasking | Commitment |
| Patience | Hardwork | Time Management |

# MYLENE C. GALAMGAM

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## COVER LETTER

Dear Hiring Manager,

My name is Mylene C. Galamgam and I am applying for the position of CAREGIVER with your company as advertised on job board website. I was delighted to see the job opening as I've been following the website for the last few years and admire your direct approach to employment.

In my current position as Nurse, I am able to physically handle workload,have a caring bedside manners and good interpersonal skills.I also assist my client with their daily living activities such as getting out of bed, toileting, showering, getting dressed and other duties as needed. My organizational skills allow me to complete all tasks in a timely manner and to be able to devote time to helping with other household duties such as cleaning laundry and dishes. I have specific experience in working as a Caregiver for clients with physical disabilities. I have come to know those whom I provide care for as family. I would sincerely love the opportunity to become your Caregiver and to help meet your daily needs.

Based on the specific list of your requirements for this position, the following are the qualifications that I believe make me a good candidate:

- Experience in taking care of illed patients
- Adept in performing health care functions expected of a Caregiver: administering drugs, recording and managing side effects, reporting problems, and keeping family members informed of what is happening
- Identifying an emergency quickly and promptly taking corrective measures, informing the patient's doctor
- Well versed in the role of a home helper. Skilled at performing various homemaking activities like dusting, cleaning, vacuuming, laundry, changing bed linens, and other light housekeeping tasks.
- Skilled at preparing meals
- Perform personal care activities: toileting, dressing, ambulation, hygiene, and shaving

On a personal level, I'm a people person with a knack for getting smiles and making clients feel relaxed and comfortable. I'm reliable and capable in fast-paced environments, and I always deliver the job on time.

I would like to invite you to view my Resume for a sense of the style and quality of my work. Please give me a call at +639458141458. I would love to speak with you about how my expertise can best suit your needs.

Thank you and hoping for your consideration.

Sincerely,

Mylene C. Galamgam