

MAYETTE TELEN

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Dear Sir/Ma'am,

I would like to formally submit my job application as a Child Caregiver. I am a Multi-skilled, Health Care Professional with a Bachelor's Degree in Nursing and more than 2 years of total experience in Healthcare industry in the Philippines.

I am a Filipino Citizens, Seeking for a suitable work to apply my knowledge, Skills and pursue my career under your management. I am physically fit, A mother of two children; Knowledgeable and capable in providing Child Caregiving Services with the ability to correspond and follow in both oral and written instructions.

With years of professional hands-on experience and my education foundation have acquired below core strengths, set of skills and qualifications as my stronghold for my job application;

- More than 2 years of total work experience in Healthcare industry in the Philippines.
- Bachelors of Science in Nursing graduate.
- Undergone extensive trainings for career growth and skills advancement.
- Knowledgeable in providing personal child care and assistance.
- Excellent verbal and written communication skills.
- Exceptional ability in following Standard Operating Procedures and Safety and Standards.
- Ability to interact freely with patient's and resolve issues quickly.
- Capable of handling responsibilities with minimum supervision.
- Proficient organizational skills.
- High sense of loyalty and integrity.
- Ability to work in extended hours.
- Ability to work in a multicultural environments.
- 11 years personal experience as hands on Mother of two ages 11 and 3 yrs old.
- Willing to work in Canada at earliest possible time.

I am confident that my education, experience and professional background is what sets me apart from other candidates for this job position that you inquire. I look forward to discussing the position and my qualifications with you in more details.

Thank you for your time and consideration.

Sincerely,

Mayette Telen



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Davao City,Philippines +63 997 9131412
msmaitelen07@gmail.com
Philippine Passport Holder

OBJECTIVE:I am a multi-skilled,Health Care Professional with Bachelor's Degree in Nursing,2 years experience in Healthcare industry in the Philippines.Mother of 2 for 11 yrs.Seeking for a job opportunity as a Child Caregiver.

SKILLS SUMMARY:

- Child Caregiving Skills.
- Nursing Skills
- Medication administration
- Patient Care Assistance
- Therapeutic Skills.
- Foster teamwork and collaboration
- Professional and friendly
- High sense of loyalty and integrity
- Organizational Skills
- Ability to multitask
- Cretical and Methodical thinking skills
- Adherence to health and safety
- Communication skills:Oral & Written
- With Driver's Licence

WORK EXPERIENCE:

Osition Held :On-the job Training
Employer/Company : Tagum Doctors Hospital/Provincial Ospital
Industry: : Health Care
Location: : Tagum City,Philippines
Location : December 2004 to April 2006

Hands-on Mother of two ;2012 up to present

DUTIES AND RESPONSIBILITIES:

- Insure the safety of the kids.
- Change the diaper of the infant
- Bathe,dress and feed infants and children.
- Prepare infant & children for rest period.
- Perform housekeeping & cleaning duties.
- Maintain a safe invironment at home.
- Prepare and serve nutritious foods.





EDUCATION:

Tertiary:

Bachelor of Science in Nursing
North Davao College Davao City,
Philippines
2004-2006

Bachelor of Science in Nursing
Davao Doctors College Davao City
Philippines
2002-2003

