

Celeste Agosila

Davao City 8000
clstmnl@gmail.com
+63 918 229 1645

Team-oriented general nurse offering years of experience. Proficient in assisting basic patient care. Seeking a challenging new role with room for advancement.

With a demonstrated history of working in the hospital & health care industry. A strong administrative professional with a Bachelor's degree and Professional License in Nursing.

Work Experience

Company Nurse

Jhaycor Industries, Inc. - Davao City
June 2022 to Present

Project Nurse

Longridge Construction, Inc
May 2021 to June 2022

- Ensures effective and efficient implementation of company's safety rules and regulation.
- Stores, administers and monitor first aid treatments on injuries, accidents and other health related illness
- Prepares report on maintenance of accurate nursing and medical records and up to date client's case notes
- Acts as a first aider on-site and transport patient to urgent care facility, if needed.
- Documentation of medical records and other administrative tasks.

Staff Nurse

Davao Doctors Hospital - Davao City
February 2021 to May 2021

Pediatric Ward Nurse

Medical Secretary (Hospital Administration)

King Abdulaziz University Hospital
December 2015 to January 2021

- Received, recorded and addressed incoming and outgoing communication via telephone and email.
- Gathered statistical data to enhance reports and presentations;
- managed scheduling of grand rounds and conferences.
- Composed and drafted all outgoing correspondence and reports for executives.
- Aggregated and prepared documentation(i.e. agenda, meeting minutes, etc) and reports for office meetings, distribution and filing.
- Assisted senior administrative professionals with daily work tasks.

- Coordinated committee (Mortality & Morbidity Committee, Sentinel Event Committee, Ethics Committee, etc.) meetings, committee members' events, information preparation and distribution.

Nurse Trainee (Female Medical Unit)

King Abdulaziz University Hospital - Jeddah

February 2020 to May 2020

- Collaborate with teams to plan for patient care
- Advocate for the health and well-being of patients
- Monitor patient health and record signs
- Administer medications and treatments as ordered by the physician
- Operate medical equipment
- Educate patients about management of illnesses
- Provide support to patients activities of daily (i.e. morning bath, feeding thru tubings, assisted commode, provided comfortable resting place for long term patients))

Nurse

Southern Philippines Medical Center - Davao City

January 2011 to December 2012

General Ward

Medicine- Communicable Pavilion

Surgery Ward

- Coordinated nursing care for patients and
- participated in patient and family education.
- Created individualized care plans for patients and worked with
- medical professionals to come up with treatment and discharge options.
- Checked and recorded vital signs of patients and reported changes
- in patients' behavior or conditions.
- Coordinated nursing care on the unit through staff assignments, assisting
- and rounding with physicians, monitoring patient orders and communicating
- with ancillary departments and assisting staff.
- Mitigated hazard potential from patients with communicable diseases.
- Demonstrated the ability to advocate for and strive to protect the
- health, safety, and rights of the patient.
- Primary care, assessment and evaluation of adult and pediatric patients.
- Documented patient information obtained from interviews.
- Assisted patients with daily functions.
- Developed patient care plans, including assessments, evaluations
- and nursing diagnoses.
- Closely collaborated with management team to make
- necessary improvements and satisfy patient's needs.
- Confirmed accurate completion of forms/reports for the admission,
- transfer and/or discharge of each patient.
- Instructed patients and family members on proper discharge care.

Pediatric Oncology Nurse Trainee

Southern Philippines Medical Center - Davao City

2009 to 2010

(Pediatric Oncology Training for Nurses)

Clinical Rotation: Pediatric Ward, Pediatric Intensive Care Unit and Children's Cancer and Blood Diseases Unit

Education

Bachelor of Science in Nursing

Davao Doctors' College
2004 to 2008

AEC / DEP or Skilled Trade Certificate in Profession in Office Skills and Management

Southeastern Mindanao Institute of Technology - Davao City
2002 to 2003

Nursing Licenses

RN

Expires: August 2024

Skills

- Medication Administration
- Hospital Experience
- Vital Signs
- Triage
- Management
- Administrative experience
- Occupational Health Nursing
- Communication skills
- Time management
- Organisational skills
- Patient care
- Patient monitoring

Certifications and Licenses

Basic Occupational Safety and Health (BOSH)

April 2022 to Present

Standard First Aid and BLS-CPR with AED

December 2021 to December 2023

Basic Occupational Safety and Health (BOSH)

August 2022 to Present

Safety Officer 2