

JORALYN DACUTAN

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EDUCATION

Masters: **Master of Science in Nursing**
St. Paul University Dumaguete, Philippines
Dumaguete City

Tertiary: **Bachelor of Science in Nursing**
Capitol University
Corrales Extension, Cagayan de Oro City, Philippines

WORK EXPERIENCE

➤ **Production Team**

Maple Leaf Foods
London Ontario
June 5, 2023 – Present

- Work on the production line in a variety of roles to produce high quality poultry products following all health & safety and food quality and safety standards
- Monitor product quality and specifications and performs necessary checks
- Operate production equipment including managing parameters, monitoring performance, and reporting issues
- Perform other tasks according to daily requirements and working overtime when necessary

➤ **Cashier**

JL Aggravet Supply
January 2023- April 2023
Kitaotao Bukidnon, Philippines

- Preparing order and Scan products and process customer transactions accurately
- Greeting guests, taking orders and processing payments
- Handle cash and credit card transactions with the use of POS system.
- Customer Service
- Maintain and control the cash register in the dispensary
- Processing of all Inventory and non-inventory invoices, including matching backup and filing backup doc.
- Verify that transactions are in alignment with company procedures.
- Analyze all accounts on a monthly, quarterly, and annual basis to ensure payment accuracy.

➤ **Clinical Instructor**

Central Mindanao University
Musuan Maramag Bukidnon
February 2022 - January 2023

- Supervise students as they go with their hospital exposures to different areas of specialty.
- Lecture and discuss specific subject related to nursing.
- Taught nursing students in a clinical setting and supervised their clinical rotations.
- Developed and implemented instructional materials and evaluation methods.
- Mentored and advised students on their professional development and career goals.

➤ **Registered Nurse Supervisor**

St. Joseph Southern Bukidnon Hospital
January 26, 2018 to December 10, 2021

- Responsible for providing, maintaining and improving nursing service of all the units in the

Nursing Service Department, to achieve the objectives of the department in accordance with delegated authority, assures that the policies, procedures and practices of the Nursing Service Department are consistent with the Life Purpose, Vision and Mission, policies and procedures of the hospital.

- Mentor and supervise junior nurses in their professional development.
- Oversee and manage a team of nurses in the delivery of patient care.
- Conduct patient assessments and provide care based on individual needs.
- Collaborate with interdisciplinary teams to develop and implement patient care plans.
- Educate patients and families about medical conditions, treatments, and post-care instructions.
- Review resumes, interview, and screen candidates to obtain information on work history, training, education, and job skills; for applicant that applied for any position under the Nursing service.

➤ **Quality Assurance Nurse**
Infection Control Nurse

*St. Joseph Southern Bukidnon Hospital,
Maramag Bukidnon Philippines
December 11, 2013 to April 10, 2016*

- One who is responsible for the over – all management of nursing care and services of one or more nursing units, each of which are under the direct supervision of a head nurse. These units include Geriatric Medical, Surgical, Obstetrics and Gynecology and Pediatric cases.
- Adjust specialized medical equipment as needed, as well as interpret and record measurements
- Keeping organized and following patient care plans exactly
- Performs appropriate treatments as ordered by physician in an accurate and timely manner.
- Performs therapeutic nursing interventions as established by individualized plan of care for the adult or elderly patient and his/her family

- Develop, implement and monitor quality assurance programs to ensure that patient care standards are met and maintained.
- Conduct regular audits and evaluations of patient care practices, medical records, and nursing documentation.
- Identify and investigate potential issues, incidents and complaints related to patient care, and make recommendations for improvement.

SKILLS

- ✓ Strong drive, respect and an understanding of the emotional and physical demands of the role
- ✓ Focus on teamwork and customer service with the ability to build trusted relationships
- ✓ Strong written and oral communication skills
- ✓ Demonstrated organizational and time management skills
- ✓ Basic computer skills and POS system
- ✓ Demonstrated excellent customer service, organizational and problem-solving skills.

REFERENCE

Robert Rodriguez

Columbia former employee
226-559-7333
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Francois Mendoza

Columbia former employee
fmendoza@gmail.com


Joralyn P. Dacutan
Applicant -