

BEVERLY S. ALMODA, BSN, RN
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WORK EXPERIENCE:

- ❖ **Nurse 1**
Northern Benguet District Hospital
Bekes, Buyacaoan, Buguias, Benguet
March 1, 2018 – up to present

- ❖ **Contract of Service - Nurse 1**
Northern Benguet District Hospital
Bekes, Buyacaoan, Buguias, Benguet
November 10, 2017 - February 28, 2018

- ❖ **Volunteer Nurse**
Northern Benguet District Hospital
Bekes, Buyacaoan, Buguias, Benguet
June 2017 – October 30, 2017

JOB SUMMARY: Promotes and restores patients' health through nursing process, coordinate with physician and other healthcare providers. Provide hands-on care to patients and first-aid treatment.

DUTIES AND RESPONSIBILITIES:

- Assess patients to identify appropriate nursing interventions.
- Providing first aid care during medical emergencies such as car accidents, burns and heart attacks.
- Administer treatments and medications as prescribed by physicians and according to hospital policies and protocols.
- Assist the physician in any form of surgeries and newborn delivery, take charge of nursing works.
- Managing intravenous therapy through insertion of intravenous catheter as order by physician.
- Operate medical apparatus and equipment.
- Coordinating with physicians and other healthcare professionals for creating and evaluating patient care plans.
- Changing patient's medication as ordered by the doctor.
- Monitor, assess, identify, document and report signs and symptoms and changes in patients status.
- Assist physicians in performing procedures and surgeries to patients. Instruct patients in the proper way of collecting specimen in order to get accurate result. Also, assisting doctors during deliveries of newborn and providing care to post-partum mother.
- Checking the stock on regular basis for maintaining the inventory level and replacing stocks if necessary.

- Following the hospital protocols in maintaining complete medical records and confidentiality.
- Maintaining safe, hygienic and aseptic technique in compliance with healthcare procedures.
- Health teachings to patients regarding health related condition. Conducts health education regarding breastfeeding.

❖ **Area Coordinating Team - Community Empowerment Facilitator (ACT CEF)**

September 3, 2014 – December 31, 2016

Department of Social Welfare and Development

Kapangan, Benguet

JOB SUMMARY: Help and assists communities to bring about social change and improve the quality of their life. The individuals, families and community could identify their needs, opportunities and assets.

DUTIES AND RESPONSIBILITIES:

- Serve as the frontliner and most accessible personnel of the agency interfacing with the community in the process of implementing the project.
- Facilitate and promotes localized decision making, empowerment, transparency, competitiveness, community participation, demand driven access to project resources, simplicity in systems and processes and sustainability.
- Community organizer:
 - ✓ Serve as enabler: Supports people became independent
 - Motivates and encourage people to recognize the need to build consensus and act collectively
 - Encourage expression and communication of community residents
 - ✓ Able to define problems and recommend solutions without taking responsibility for decision-making
 - ✓ Able to convince stakeholders to participate or contribute in the development process
 - ✓ Willing to learn from the community.
- Ensures the effective flow of communication within the community.

❖ **Staff Nurse** -Emergency Room, Delivery Room, General Wards

July 16, 2011-February 2012

Atok District Hospital

- Hospital
 - Identifies patient care requirements by establishing personal rapport with potential and actual patients and other persons in a position to understand care requirements
 - Assisted with the admissions and discharges.
 - Remain calm and professional during critical needs.
 - Readily develop rapport to patients, staff, physicians and other co-workers.
 - Medicate patients as ordered by the physician (Intradermal, Intramuscular, Intravenous, and Oral).
 - Insert IV fluids to the patient as ordered by the physician.
 - Assist the physician in any form of surgeries and newborn delivery, take charge of nursing works.

- Records the patients' symptoms and keep the patient's medical records up to date, administer medicines and treatment as ordered.
- Maintained patient charts and confidential files.
- Provided information on home care treatment and teach patient and relatives on how to administer medications and other self-care task.

❖ **Public Health Nurse**

February 17, 2011- July 13, 2011

Bakun Rural Health Unit

Basic Emergency Obstetric Care Center

DUTIES AND RESPONSIBILITIES:

- Community:
 - ✓ Renders direct care to various clients with different needs, may it be at home, in school, clinics or work settings.
 - ✓ Provided health care checks for a diverse population.
 - ✓ Interviews clients and conducts health assessments including physical assessments, obtaining blood pressure, temperature, measurements and other data and developing information on health and diet history and family health status.
 - ✓ Provides nursing care and home remedies to the sick, clinic or place of work
 - ✓ Identifies needs and priorities of individual, family and community.
 - ✓ Implement the programs of DOH on Expanded Programs on Immunization.
 - ✓ Provided information regarding home treatment and self-care tasks. Conducts advocacy educations regarding premarital, breastfeeding and immunization counseling.
- **Staff Nurse- OB-Gyne, Pediatric, Surgical Ward**
November 15, 2010-February 14, 2011
Benguet General Hospital
 - ✓ Assisted with the admissions and discharges.
 - ✓ Remain calm and professional during critical needs.
 - ✓ Readily develop rapport to patients, staff, physicians and other co-workers.
 - ✓ Carry out Doctors' order:
 - ✓ Medicate patients as ordered by the physician (Intradermal, Intramuscular, Intravenous, and Oral).
 - ✓ Insert IV fluids to the patient as ordered by the physician.
 - ✓ Performed clinical tasks according to clinic policy.
 - ✓ Assist the physician in any form of surgeries and newborn delivery, take charge of nursing works.
 - ✓ Records the patients' symptoms and keep the patient's medical records up to date, administer medicines and treatment as ordered.
 - ✓ Maintained patient charts and confidential files.

❖ **Volunteer Clinic Nurse**

Gambang, Bakun, Benguet

July 5, 2010- October 2010

Duties and Responsibilities:

- ✓ Render health to all people whatever their nationality, ethnicity, and social conditions.
- ✓ Provided health care checks for a diverse population.

- ✓ Assisted with the admissions and discharges.
- ✓ Performed blood pressure tests for community health outreach programs, provided a wide range of services including women's health clinic services and care for child patients.
- ✓ Provides nursing care and home remedies to the sick, clinic or place of work
- ✓ Identifies needs and priorities of individual, family and community.
- ✓ Implement the programs of DOH on Expanded Programs on Immunization.
- ✓ Remain calm and professional during critical needs.

❖ **Company Nurse**

ROYALCO Mineral Exploration Company

Gambang, Bakun, Benguet

January 4, 2010- June 30, 2010

JOB SUMMARY: Provides basic healthcare services to employees. Assess and application of first-aid treatment to employees.

- ✓ Provides first-aid treatments and medications for employees as needed.
- ✓ Records patients' medical information and vital signs.
- ✓ Assess and determine the health status of the employee which includes recommendation like sent home or back to work.
- ✓ Conducts regular inventory of medicines and medical supplies.
- ✓ Prepares purchase or requisition of medicines as necessary to ensure availability of all medical supplies.
- ✓ Creates health and safety awareness among employees.
- ✓ Maintains all employees medical and other similar records.
- ✓ Assess employee's examination results and refer to company physician for management; monitor recommendations and follow through until illness is cleared.
- ✓ Performs other duties and responsibilities that may be assigned to them.

EDUCATIONAL BACKGROUND:

LEVEL	NAME AND ADDRESS OF SCHOOL	YEAR
❖ College	Pines City Colleges Magsaysay Avenue, Baguio City Degree: Bachelor of Science in Nursing	2005- 2009
❖ Secondary	Sinipsip National High School-Main Sinipsip, Buguias, Benguet	2001- 2005
❖ Elementary	Sinipsip Elementary School Sinipsip, Buguias, Benguet	1994- 2001

EXAMINATIONS TAKEN:

- ❖ Type of Examination: Nursing Local Examination
- Place of Examination: Baguio Central School
- Date of Examination: November 29-30, 2009

CHARACTER REFERENCES:

- ❖ **Dra. Maryjane M. Tayaban**
Municipal Health Officer
Bakun, Benguet
+639183321305

- ❖ **Ms. Marjorie Ignacio**
Chief Nurse
Atok District Hospital
+639196030026

- ❖ **Dra. Alma Ged-ang**
Medical Officer IV
Northern Benguet District Hospital
+639084684680

PERSONAL INFORMATION:

Provincial Address: Sookan, Gambang, Bakun, Benguet

Date of Birth: April 29, 1989

Gender: Female

Civil Status: Single

Citizenship: Filipino

Religion: Roman Catholic

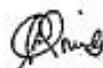
Height: 5'

Weight: 49 kg.

Father's Name: Mr. Victor L. Almoda

Mother's Name: Mrs. Sofia S. Almoda

I hereby certify that the above-mentioned information are true and correct to the best of my abilities.


Beverly S. Almoda
Applicant