



mmargarittelynn@gmail.com



0956-605-9853



City of San Jose del Monte,
Bulacan

MARGARITTE LYNN MARTINEZ-BARTOLOME



PROFESSIONAL SUMMARY

With a diverse set of skills and experience as Staff Nurse in a Medical Surgical Unit which demonstrates the ability to work in a high-pressure and critical environment. It is likely honed the problem-solving skills and ability to provide optimal service in challenging solutions. I have a one-year experience as a Company Nurse and Safety Officer in an automotive car dealership focusing on occupational health and safety, which a crucial aspect in any workplace. Our role indicates the commitment to ensuring a secure and healthy work environment. With over nine years as an Administrative Officer II (Information Officer I) in a local government unit, which likely developed strong organizational and administrative skills in Disaster Risk Reduction and Management. The reputation for problem resolution and dedication to continues professional development speaks to our commitment to personal and organizational growth.

SKILLS

- First Aid
- Communication Equipment Operator
- Patient Condition Observation
- Injury Assessment and Prioritization
- Patient Immobilization
- Medical Equipment Maintenance
- Cardiopulmonary Resuscitation
- Pre-hospital Care
- Vital Sign Assessment
- Medical Supply Replenishment
- Work Coordination
- Basic Trauma Life Support
- Mass Casualty Protocols
- Medical History Recording
- Treatment Documentation
- Patient Positioning
- Airway Management
- Emotional Support
- Multi-patient Triage
- Rapport Building
- Equipment Transport
- Patient Data Analysis
- Emergency Treatment Procedures
- Oxygen Equipment
- Infectious Disease Reporting

WORK HISTORY

STAFF NURSE

Dr. Jesus Delgado Memorial Hospital

July 2022 – Present | Kamuning, Quezon City, Philippines

- A professional nurse who is delegated the authority and responsibility of patient care in the unit.
- Responsible for going with the doctor's rounds and carry out doctor's orders accurately and management of the physical environment of the unit.
- Performs / coordinates with all the departments of the hospital as needed.

EDUCATION:

UNITS IN BACHELORS OF

SECONDARY EDUCATION:

MAJOR IN BIOLOGICAL SCIENCES

Colegio De San Gabriel Arcangel
City of San Jose Del Monte, Bulacan.
June 2014

BACHELOR OF SCIENCE IN NURSING

First City Providencial College
City of San Jose Del Monte, Bulacan
October 2012

PRC LICENSES:

PROFESSIONAL TEACHER

Registration number: 1335639
Registration date: 11/25/2014

REGISTERED NURSE

Registration number: 0852218
Registration date: 02/17/2015

SPECIAL SKILLS AND HOBBIES

Training Facilitator

Data Encoder

Researcher

WORK HISTORY

COMPANY NURSE AND SAFETY OFFICER

Toyota San Jose Del Monte, Bulacan

May 2022 – July 2023 | City of San Jose Del Monte, Bulacan, Philippines

- Ensures compliance to standards of occupational safety and health standards of TMP and the government.
- Manages the investigation of accidents and reports analysis of accidents to the employer and the worker.
- Acts in an advisory capacity on all matters pertaining health and safety and environment protection for the guidance of the employer and the workers.
- Coordinates all health and safety and environmental training programs for the team members.

ADMINISTRATIVE OFFICER II (INFORMATION OFFICER I)

City Government of San Jose Del Monte

December 2013 – April 2022 | City Of San Jose Del Monte, Bulacan, Philippines

- Organize and conduct training, orientation, and knowledge management activities on DRRM at the local and barangay level.
- Identify, assess and help manage the hazards, vulnerabilities and risks that possible may occur in area of responsibility.
- Identify and implement cost-effective risk reduction measures and strategies.
- Disseminate information and raise public awareness about hazards and vulnerabilities and risks.
- Take necessary steps on a continuing basis to maintain provide or arrange the provision of, or make available, suitably-trained and competent personnel for effective response and DRRM in area of responsibility.
- Organize, train, equip and supervise the emergency response teams and accredited community disaster volunteers (ACDVs), ensures that humanitarian aid workers are equipped with basic skills to assist mothers for lactating facilities.
- Promote and raise public awareness on DRRM and compliance with RA 10121 and legislative provisions of this act.
- Implement policies, provide plans and programs of the LDRRMC consistent to the policies and guidelines of RA 10121
- Train the most vulnerable sectors (women, lactating women, children, senior citizens, and PWD) in DRRM, especially in disaster preparedness.
- Assessed and reported patients' responses to initiated treatment.
- Assisted with mobilization, ambulation and transport of patients.
- Determined emergency situation and developed plan of action.
- Used medical equipment and comprehended severity of injury.
- Evaluated injured or ill persons to determine nature and extent of concerns.
- Learned new techniques to better serve patients' needs.

TRAININGS:

- **ISO 14001:2015 Environmental. Management System Refresher Training:**
*EMS Risk Management Training | *September 08, 2022* | Macrovision Consultancy
*ISO 14001:2015 Internal Audit Training in Correlation to
ISO19001:2018 Guideline for Auditing | *September 09,&12, 2022* | Macrovision Consultancy
- **Fire and Earthquake Seminar and Drill | *June 27, 2022***
Bureau of Fire Protection, City of San Jose del Monte, Bulacan
- **Standard First Aid Training with BLS- CPR | *June 20-23, 2022***
Prompt C.A.R.E Learning Center, Pampanga
- **Swabbers Training Program | *April 06, 2022***
HQCI Life Support Training Center, Manila, Philippines
- **Basic Occupational Safety and Health Training for SO2 | *March 19-20/March26-27, 2022***
Prophets Management Consultancy Services, Manila, Philippines
- **Webinar on Promoting Work Life Integration Among Employees | *March 10, 2022***
CHRMO, City Government of San Jose Del Monte, Bulacan
- **Covid-19 virus here to stay, Best Practices on Resiliency, Readiness and Recovery | *Nov.19, 2022***
Philippine Nurses Association, Manila, Philippines
- **Data Privacy in Health Sector | *November 05, 2021***
Philippine Nurses Association, Manila, Philippines
- **Landscape in Nursing Practice: The Evolving Nursing Workforce: An Agile Workforce that is Valued, Supported and Optimized | *October 20,2021***
Philippine Nurses Association, Manila, Philippines
- **International Disaster Resilience Forum | *July 29-30, 2021***
Office of Civil Defense Central Office, Manila, Philippines
- **Emotional Intelligence and Leadership | *July 14-16-21-28, 2021***
CHRMO, City Government of San Jose Del Monte, Bulacan and Civil Service Commission Region3
- **Faces of Resilience: National Disaster Resilience Month 2021 | *July 09, 2021***
Office of Civil Defense Central Office, Manila, Philippines
- **Woman Empowerment Training | *June 23, 2021***
CHRMO, City Government of San Jose Del Monte, Bulacan and Civil Service Commission Region3
- **Second Quarter National Simultaneous Earthquake Drill | *June 10, 2021***
Office of Civil Defense Central Office, Manila, Philippines
- **Health Talk and Fingertips: The Qualimed Hospital CSJDM Online Lecture Series | *June 09, 2021***
Qualimed Hospital – San Jose Del Monte, Bulacan
- **Women as Financial Gate Keepers | *March 30, 2021***
City Human Resources and Management Office/City Government of San Jose Del Monte, Bulacan
- **COVID-19 Vaccination Orientation | *March 03, 2021***
City Health Office / City Gov't of San Jose Del Monte, Bulacan
- **COVID-19 Simulation | *February 17, 2021***
City Health Office / City Gov't of San Jose Del Monte, Bulacan
- **Mental Health and Psychosocial Support for Frontline DRRM Personnel and Planning for better Normal | *December 10-11, 2020***
Bulacan Council of DRRMOs, Hotel Kimberly, Tagaytay, City.
- **Project Gladiator | *October 5-8-9, 2020***
CHRMO, City Government of San Jose Del Monte, Bulacan
- **Youth as Agents of Change: A Call To Action | *September 23, 2020***
Office of Civil Defense Central Office, Manila, Philippines
- **Webinar on Coordinated Operation to Defeat Epidemic | *September 11, 2020***
Office of Civil Defense Region 3, City of San Fernando, Pampanga

TRAININGS:

- **Infection Prevention and Control Program for COVID-19 Online** | *September 07, 2020*
Province of Bulacan Disaster Risk Reduction and Management Office, City of Malolos, Bulacan
- **Orientation on Public Service Continuity Plan** | *September 03, 2020*
Office of Civil Defense Region 3 and Philippine Disaster Resilience Foundation
City of San Fernando, Pampanga
- **DRRM Webinar Series: Listening to the Unheard Voices of Persons with Disabilities (PWDs) during COVID-19 Pandemic** | *August 28, 2020*
Office of Civil Defense Central Office, Manila, Philippines
- **Building Resilience of LGUs for the New Normal (Embracing the COVID-19 Contact Tracing Work)** | *August 20, 2020* | Local Government Academy, Manila, Philippines
- **Orientation of Zoning Containment Strategy** | *August 07, 2020*
Department of Interior Local Government (DILG) Central Office, Manila, Philippines
- **COVID-19 Orientation for Health Protocol Coordinators** | *July 30, 2020*
City Health Office / City Government of San Jose Del Monte, Bulacan
- **Multi-Disciplinary Healthcare Team Approach during COVID-19 Pandemic Response**
| *July 01, 2020* |
- **COVID-19 webinar: "TRAUMA CARE IN THE TIME OF COVID-19"** | *July 01, 2020*
- **Standard First Aid / BLS-CPR with AED Training** | *October 23-26, 2018*
Philippine Red Cross – Bulacan Chapter
- **Position Title Course Incident Command System (ICS) Training** | *September 10-13, 2017*
Office of Civil Defense Region 3
- **The 8th Philippines Observance of EMS week – The 4th EMS Summit 2017**
"PREPARING THE PHILIPPINE EMS WORKFORCE" | *May 24, 2017*
EMS Philippines-Angeles, Pampanga
- **Local Disaster Risk Reduction and Management Officers (LDRRMOs) Summit 2017**
| *May 18, 2017* | Office of Civil Defense Region 3
- **Anti-Red Tape Act (ARTA) Coaching** | *February 14, 2017*
Civil Service Commission Region 3
- **Integrated Planning Course on Incident Command System** | *January 23, 2017*
Office of Civil Defense Region 3