



ROY BASCO RAMOS

Objective: As a hardworking, organized and efficient, capacity to interact with patients and colleagues with concern and sympathy. Eager to provide general care to Medicare's patients in an outpatient clinic setting by offering advanced medical and patient care techniques

Work Experience

April 2013- March 2023

Designated: Admin Medical Attendant
HYUNDAI E&C Sub.Seoyong construction ltd.
(BNPP) Barakah Nuclear Power Plant Project
Tel no: +97128951210/ +97125593218
Abu Dhabi, United Arab Emirates

Duties & Responsibilities :

- Helps patients by providing information, services, and assistance.
- Handle patient case management and education.
- Coordination with client consultant
- Prepare and submit quarterly, monthly or annual report.
- Maintain the injury record. Report the incident, injury to client.
- Arrangements in order to admit patient in local hospital
- Follow up with local hospital on patient recovery status.
- Coordinate with doctors on injury class (First aid, MTC, LTI etc).
- Updating First aid items ,First Aid Room's ,Checklist Monthly
- Submission of Daily Tracking Report of patient's
- Conducting Health Screening quarterly
- Conducting Heat Stress Screening during Summer Season
- Helps patients by supporting personal hygiene and daily living needs and providing comfort and transportation.
- Manage phone calls and correspondence (e-mail, letters, packages etc.)
- Perform the different administrative and clinical duties.
- Needed to work under the direction of doctor.
- Secures patient information and maintains patient confidence by completing and safeguarding medical records; completing diagnostic coding and procedure coding; keeping patient information confidential.
- It is also needed to answer the patients about their queries about medicines and treatment.
- Assist the doctors in examining and treating patients and other basic tasks.
- Responsible for medical records, bookkeeping, and

Personal Website Link..

[.linkedin.com/in/roy-ramos](https://www.linkedin.com/in/roy-ramos)

[royramos | Facebook](#)

[roybascoramos1986/ IG](#)

PERSONAL INFORMATION:

Address: Pula Talavera, Nueva Ecija

Age: 37

Date of Birth: August 10, 1986

Place of Birth: Pula Talavera

Nueva Ecija *Philippines*

Height: 5'3

Weight: 58

Civil Status: Married (Shery Quiray Ramos)

Gender: Male

Citizenship: Filipino

Language: Tagalog, English,

Passport No.: P6353935B

Mobile No.: +639672348326

Eadd: roybascoramos1986@gmail.com

SKILLS and ACHIEVEMENTS

- ❖ Computer Literate
- ❖ Health care provider and Safety Management
- ❖ Vital Sign Monitoring
- ❖ Bed making
- ❖ Promote Morning care/ Body Hygiene
- ❖ Transferring Patient bed to Wheelchairs
- ❖ Inserting Foley Catheter
- ❖ Capillary blood glucose monitoring
- ❖ Suctioning Tracheostomy
- ❖ Tracheostomy care
- ❖ Feeding Gastrostomy tube

- ❖ Hard Working
- ❖ Always Willing to learn
- ❖ Team leader and a team player
- ❖ Multi-tasking and Consistent
- ❖ Time management skills
- ❖ Communication skills
- ❖ Attention to details
- ❖ Interpersonal skills

answering calls for appointments etc.

- Assist colleagues whenever necessary
- Prepare and present reports on accidents and violation and determines causes.

Jun, 2007 – Dec, 2012

Private Duty Nurse

Leonila Street Bantug Norte, Cabanatuan City, Philippines
(Patient Name: Fred DJ Mizona Diagnosis: Post CVA

Duties & Responsibilities :

- Responsible in assessing from head to toe, Note any contraindication attached make history. then inform to attending physician for any orders.
- Monitor vital sign, administered medication per orem.
- Feeding via gastrostomy tube every four hours.
- Suction tracheostomy tube secretion.
- Perform capillary blood glucose monitoring.
- Inserting foley catheter every seven days.
- Transferring patient to the wheelchair.
- Turning the patient to side by side every two hours.
- Attend to patient call at all times.

Education

Caregiver Approved by KHDA

Jun, 2018

Filipino Institute, Abu Dhabi, United Arab Emirates

Bachelor of Science in nursing

Apr, 2007(4th Year Undergraduate)

*Araullo University Phinma Education Network,
 Maharlika Highway Bitas, Cabanatuan City, Philippines*

San Ricardo National High School

Apr, 2003

San Ricardo Talavera Nueva Ecija, Philippines

CORE COMPETENCIES and CERTIFICATIONS

- **An Approach To Integrated Management of Childhood illness**
Multipurpose room of Araullo University, Bitas Cabanatuan City, Philippines (Feb 2006)
- **Therapeutic Communication Technique**
Multipurpose room of Araullo University, Bitas Cabanatuan City, Philippines (Feb 2006)
- **Fighting Dengue**
Multipurpose room of Araullo University, Bitas Cabanatuan City, Philippines (Oct 2006)
- **A nursing student's awareness seminar on the disease process cure and rehabilitation of diabetes Mellitus.**
Multipurpose room of Araullo University, Bitas Cabanatuan City. Philippines (Feb 2007)
- **Leadership and Management**
Multipurpose room of Araullo University, Bitas Cabanatuan City, Philippines (Feb 2007)
- **Basic First Aid**
Emirates Technical & Safety Development Centre, Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates (Nov 2013)
- **Basic First Aid**
*Safety Zone S & S Consultancy
 Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates (Nov 2016)*
- **Basic First Aid**
Safety Zone S & S Consultancy

*Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates
(Dec 2017)*

- **Basic Life Support For HealthCare Provider**
*Praxis Healthcare Services, Abu Dhabi, United Arab Emirates
(Mar 2018)*
- **Basic First Aid**
*Safety Zone S & S Consultancy
Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates
(Dec 2018)*
- **Basic First Aid**
*Safety Zone S & S Consultancy
Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates
(Dec 2019)*
- **Basic First Aid**
*Safety Zone S & S Consultancy
Braka Nuclear Power Plant, Abu Dhabi, United Arab Emirates
(Dec 2021)*
- **Basic First Aid Safety Awareness Training Course**
*TUV SW STANDARD CERTIFICATIONS
(Mar 2022)*

CHARACTER REFERENCES

- Carmela T. Pascual, BSN,
RN,MAN
Chief nurse
Premiere Medical Center
- Melania Cenon, BSN,RN,MAN,
Dean Colleges of Nursing
Araullo University
Cabanatuan City,Philippines
- Reynaldo Sinamban M.D
General Surgery
St. Lukes Medical Center
- Choi Jeong Min
Director Manager
Seoyong Construction Company.LTd
- Mishal Tariq M.D
Medical Practitioner/ Clinic Manager
Mediclinic Hospital,Abu Dhabi UAE

ROY BASCO RAMOS