



EVNEL GEOLLEGUE

Biomed Engineer | Executive Virtual Assistant

I am a dependable individual with a determined and results-oriented mindset, consistently delivering exceptional and innovative outcomes. My skill set is remarkably versatile, allowing me to think creatively and adapt to various challenges. Working seamlessly under pressure, I firmly believe in the rewards of hard work. I am committed to persistently striving, grinding, and refusing to succumb to obstacles.

CONTACT

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5022

COMPETENCIES

- Technical Support
- Electronics
- Biomed
- Computer Proficiency
- Hardware Troubleshooting
- Design & Creatives
- Media Editing
- MS Windows Applications
- Telecommunications

INTEREST

- Gaming
- Basketball
- Swimming
- Cooking

EDUCATION

2008-2013

B.S in Electronics and Telecommunications Engineering

University of San Agustin Iloilo

EXPERIENCE

September 2023 - Present

Biomed/Technical Support/Field Service Engineer

Berovan Marketing Inc.

- Performs installation of different patient care equipment
- Diagnose and repair medical equipment and devices
- Performs calibration and preventive maintenance of machines
- Provides technical support and assistance of medical equipment to customers.

2017 - 2023

Freelancer/Executive Virtual Assistant/Computer Technician

Independent

- Handling personal tasks and errands of various directors.
- Performing administrative duties such as data entry, research, graphics design, web development, invoicing, and basic accounting.
- Part-time computer technician that conducts remote repair and provides technical support to clients worldwide.

2016 - 2017

Service Technician/Biomed Engineer

FAS Diagnostics Inc.

- Diagnoses, troubleshoots and repairs a diverse range of laboratory machinery spanning Chemistry, Hematology, and Immunology.
- Extends expert aid to laboratory personnel, furnishing operational guidance and insightful application analysis.
- Embarks on nationwide travel missions to ensure seamless functionality and preemptive upkeep of active laboratory equipment.