

**GLENDALOURAINE G. KO, RSW**

Purok 2 Barangay East Balabag

Valencia, Negros Oriental

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**Summary of Qualifications**

- For more than 4 years, I have equipped myself with a comprehensive knowledge and skills as a Social Worker who has been working under the National Government of the Philippines.
  - I have a proven experience as a generalist social worker who had experience working for casework, group work and community organizing. I have dealt with case related to adoption, foster care, vulnerable women, and children who were victim-survivors from an abuse.
  - I had been exposed working with patients with psychological conditions such as bipolar disorder, schizophrenia etc.
  - I have a long exposure to a medical setting as well as I am presently working as a Medical Social Worker at an accredited tertiary level hospital in Cebu City.
  - Excellent documentation skills. Highly organized with attention to detail
  - Strong interpersonal and communication skills
  - Empathetic, understanding, valuing the dignity and worth of a human being.
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**Work Experience****Vicente Sotto Memorial****Medical Center**

January 2023 to Present

**Medical Social Welfare Officer**

- Act as Section Head of either Social Case Management, Special Programs and Services and TRS
- Supervises Medical Social Worker I, II and administrative assistants/aides
- As Head of SCMS, shall conduct case conferences, case consultations to enhance skills of Medical Social Workers in Case Management and
- Direct implementation of clinical practice activities-
  - a. Psychological evaluation and assessment
  - b. Psychological functioning and adaptation to illnesses
  - c. Discharge planning and facilitating services
- Performs other related functions as maybe assigned

**Philippine Charity Sweepstakes Officer**

May 2021 to December 2022

**Malasakit Center Personnel/Administrative Assistant/ Social Worker**

- Provides high-level customer services to in-patients and outpatients, ensuring that all that their needs or concern are well addressed.
- Interview clientele and assess their present economic condition, addressed their presenting problem
- Provide medical assistance for hemodialysis patients and in-patients that are advise for discharge
- Set up and maintain manual and computerized information filing systems
- Drafting and editing correspondence
- Performs other related functions assigned

**Silliman University- Social Work Department**

August 2021 to June 2022 ( Two semesters)

**Graduate Teaching Fellow**

- Taught four social work major subjects
  - a. Foundation of Social Work
  - b. Current Trends
  - c. Communication and Documentation
  - d. Counseling and theories

**Department of Social Welfare and Development Field Office**

January 2020 to April 2020

- Assist social welfare officer II in the assessment and referral of clients for assistance
- Assist in the implementation of programs and services to victims of child abuse, disadvantage women and youth;
- Refer clients to hospitals
- Organize life education group and group work sessions;
- Prepares accomplishment reports;
- Encodes communication/letters/memoranda
- Attend staff meetings, conferences, seminar, case studies;
- Perform other related tasks
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**Negros Oriental Provincial Hospital- Behavioral Care Center**

September 2019 to December 2019

- Assist patients who is admitted at a behavioral care center
- Identify possible family/ relatives for long staying patients
- Writing a case study for referrals
- Prepares a social care plan for clients
- Refer the patients/ family for assistance such as medical, financial, transportation, etc.

- Conduct group work activities

**City Social Welfare and Development Office-  
Local Government of Dumaguete City**

December 2018- August 2019

**Social Welfare Officer**

- Assist in the implementation of programs and services for the victims of child abuse, disadvantaged women, and youth
- Interview clients and assess their current economic condition, and address their presenting problem
- Organize life education group and group work sessions
- Writing a case study for referrals
- Counseling sessions, example cases are marital issues and victims of abuse
- Organized and maintained files and record of monthly the clientele assessed
- Attend to court hearings
- Conduct rescue operation with the help of Women and Children Desk and Barangay Personnels
- Provides disaster responses services
- Perform other tasks related

**Education**

**Masters in Social Work (24 units)**

August 2021 to July 2022

Silliman University

Dumaguete City, Negros Oriental

Registered Social Worker

July 2018 to Present

Professional Regulation Commission (PRC)

Philippines

Bachelor of Science Major in Social Work

March 2018

Silliman University

Dumaguete City, Negros Oriental

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**Trainings**

- Orientation on the Universal Health Care Law  
March 27, 2023
- Orientation on Breastfeeding Policies for VSMMC Employees  
May 29,2023

- Fostering Mental Health in the Workplace  
May 25, 2023
- Online Training on Trauma-Informed Care  
April 17 to May 17, 2023
- Online training, Ako Para sa Bata, “ The beginning, the building and the institution of Child Protection in the Philippines from  
September 2022- November 2022

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## REFERENCES

Ms. Flora Amor, RSW – Retired Social Worker  
Former Head Of Office,  
Malasakit Center And Medical Social Service  
Contact Number: 0928-559-5613

Sandra Melanie Horario-Lim, RSW  
Social Welfare Officer  
Department Of Social Service And Development Office  
Region Vii  
Contact Number:  
0967-829-5714

Joan Claire Banaybanay, RSW  
Social Welfare Officer II  
Vicente Sotto Memorial Medical Center  
0967-829-5714