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# MARIELLE GRAFE

## Physical Therapy Assistant/Aide

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### CONTACT

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401 a del Rosario street Tipolo  
Mandaue City Cebu  
Philippines 6014

### EDUCATION

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Bachelor of Science in Physical  
Therapy

April 2018 - June 2021

Felipe Verallo College

Nursing

June 2010- October 2015

Cebu Doctors University

### SKILLS

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Patient Care

Patient monitoring

Strategic and critical thinking

Detail oriented

Effective Communication

Keen Observer

Flexible

Compassion and Empathy

Admin Assistant

### PROFILE

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Seasoned Nurse Aide with 2years of experience, results-driven approach and dedication to achieve remarkable patient results.

Compassionate nature, strong attention to detail, and a genuine desire to make a positive impact on patient's lives. Background and a graduate of Bachelor of Science in Physical Therapy.

### EXPERIENCE

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#### Executive Virtual Assistant

#### ROSEYS FAMILY FEASTS (FEB 2024-MAR 2024)

- Texting people and confirming their food tray order.
- Posting on social media and managing groups on socials.
- Digital Marketing

#### Nurse Aide

#### MIRANDA FAMILY HOSPITAL (JAN 2022-FEB 2024)

- Offering physical assistance to patients, feeding them according to their dietary needs and recording vital signs.
- Helping patients to use the bathroom by giving them a bath, brushing their teeth.
- Cleaning and changing their sheets, making sure they are comfortable and not feeling any pain.
- Reporting every patient's progress.

#### Executive Virtual Assistant

#### CAPE COD CLEANING COLLABORATIVE (APR 2019-DEC 2021)

- Completed business correspondence, transcription and data entry. Managed CRM input, exports, and clean up.
- Managing payroll for employees and answering inquiries from customers
- Answering customers inquiries
- Appointment setting.

#### Internship as a Physical Therapist

#### CLINICAL INTERNSHIP (SEPT. 2020-JUN 2021)

- Assisting licensed physical therapist.
  - Treat patients through exercise, massage, gait and balanced training.
  - Record patient's progress and results.
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