

LYZA ALEJO DE GUZMAN

TANQUIGAN, SAN FERNANDO CITY, LA UNION, PHILIPPINES

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Objectives

Compassionate and dedicated Registered Nurse with over 10 years of experience in fast-paced hospital environments. Seeking to leverage proven skills in patient care, emergency response, and team leadership in the position of a Registered Nurse at your esteemed healthcare institution.

Personal Details

Nationality: Filipino

Age: 32 years old

Date of Birth: November 15, 1991

Birthplace: Tanquigan, San Fernando City, La Union, Philippines

Marital Status: Single

Languages Spoken: Filipino, English and Arabic

Experience

Deputy Nursing Manager • April 2023 – November 2023

Al- Fereh Hospital (Private hospital with 30 bed-capacity) • Buraydah, Qassim, Kingdom of Saudi Arabia

- Supporting the professional supervision of nurse manager.
- Assuming nursing manager duties while nursing manager is on leave/out of office.
- Assisting the nurse manager in the achievement of the unit goals and objectives.
- Projecting nursing manpower requirements.
- Allocating staff to subdivisions and working with team members to bring out the best in nurses, retain nurses and plan for leadership succession.
- Providing leadership in planning, managing and evaluating the administration of nursing services.

General Ward Charge Nurse • September 2019- November 2023

Al- Fereh Hospital • Buraydah, Qassim, Kingdom of Saudi Arabia

- Handled Medical- Surgical Ward and OB-Gyne Ward.
- Responsible for the management of the ward department, effectively leading, motivating, supervising and directing staff to ensure that time and resources are managed through effective teamwork.
- Interpreting ward routines and policies to each personnel.
- Supervising and guiding all the staff in the ward.
- Deploying all nursing staff effectively.
- Maintaining an environment in which members of the ward department team can contribute to the maximum of their ability in providing a high standard of care.

Nursery Charge Nurse ▪ September 2019- November 2022

Al- Fereh Hospital ▪ Buraydah, Qassim, Kingdom of Saudi Arabia

- Coordinating daily administrative duties, including schedules, nursing assignments, and patient care.
- Overseeing patient admissions, transfers, and discharges.
- Ensuring patient safety and quality working environment for the staff.
- Be part of rounds with the medical officer and administration.
- Ensuring that all nursing functions within the department run smoothly and efficiently.
- Providing staff guidance, supporting challenging situations, and implementing policies and procedures.

Nursery Staff Nurse ▪ August 2018- September 2019

Al- Fereh Hospital ▪ Buraydah, Qassim, Kingdom of Saudi Arabia

- Handled well and sick babies.
- Evaluating for the need for resuscitation, a complete physical exam, administration of prophylactic medications and vaccines, adequate feedings, safe sleep, hygiene of the newborn and other important areas for baby well being.
- Offering medical care such as dispensing medications, performing diagnostic test, operating monitoring devices and consulting with the healthcare team to assess, implement and evaluate patient care plans.
- Communicating with parents to update them on their child's care, educating them on home care and answer questions or direct them to medical staff who can answer their questions.

General Ward Staff Nurse ▪ June 2016- September 2019

Al- Fereh Hospital ▪ Buraydah, Qassim, Kingdom of Saudi Arabia

- Handled Medical-Surgical Ward and OB-Gyne Ward.
- Performing procedures/treatments and nursing care for patients in addition to assisting the doctors with practical procedures and ward rounds.
- Admitting patients and monitoring patients' progress and to prepare discharges and assisting patients in the preparation for discharge.
- Informing doctors about patients' progress and to carry out doctor's orders.
- Preparing patients for emergency/elective operations.
- Ensuring nursing report is written in accordance to nursing care plan standards.
- Reviewing patients regularly to assess their progress and to ensure that high quality care has been provided and to ascertain patients' needs for additional care/services.

Clinic Nurse ▪ August 2013- March 2016

The Medical City, Ali-Mall, Cubao, Quezon City, Metro Manila, Philippines

- Internal Medicine Clinic
- Gathering patient information such as medical history, health concerns and symptoms.

- Collaborating with doctors and other healthcare professionals to assess the patient's condition and deliver treatment.
- Providing outpatient preventive care across specializations, helping patients who may be recovering from surgery or receiving treatment for chronic health issues.
- Monitoring and maintaining medical equipment.

Skills

- Patient Advocacy
- Newborn care
- Clinical documentation
- Adaptability, time management and work ethics
- Critical thinking and creative problem solving
- Clinical/communication skills, leadership and teamwork

Qualities

- SCFHS- Registered Nurse
- Conscious Sedation Provider
- BLS Provider
- Administration Staff

Awards

- Received an award of recognition from the Nursing Manager for great effort, contributions and dedication as a Deputy Nurse Manager and General Ward Charge Nurse in rendering a high quality fro nursing care in a professional way that leads Nursing Chapter to obtain a 100% score during CBAHI given on 16th day of November 2023.
- Received an award of recognition from the Hospital Executive Director for dedicated efforts and active contribution during CBAHI readiness given on 5th day of November 2023.
- Awarded as Unit Best Nurse 2021.
- Received an award of recognition from the Nursing Manager for going above and beyond the duty for the institution given on 16th day of March 2019.

Education

Tertiary: Union Christian College ▪ San Fernando City, La Union, Philippines
2009-2013 ▪ Bachelor of Science in Nursing

Secondary: The Sisters of Mary School ▪ Silang, Cavite, Philippines
2005-2009 ▪ Consistent Topnotcher

Elementary: Bungro Elementary School ▪ San Fernando City, La Union, Phils.
1999-2005 ▪ First Honorable Mention ▪ Academic Excellence Awardee

References

Mr. Abdulaziz Al- Fereh
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