

Geneva Domondon

Registered Nurse

CONTACT ME

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Address: Block 86, Lot 13
Kawal Phase 1, Dagat-
dagatan, Caloocan City

SKILLS

Communication Skills
Critical Thinking
Active Listening
Team Player
Time Management
Empathy
Leadership
Compassion
Medication Administration
Excellent Customer Relations
Negotiation
Corporate Sales Account
Management
Project Management Skills

EDUCATION

SECONDARY SCHOOL

Saint Louis College

2004 - 2008

BACHELOR OF SCIENCE IN NURSING

Union Christian College
2008 - 2012

WORK EXPERIENCE

STAFF NURSE (Part-time)

Chinese General Hospital | Manila, Philippines

2023 - present

Collaborates with Surgeons, Anesthesiologist, Head Nurse and other nurses in establishing, implementing and evaluating efficiency of patient care before and after operations in coordination of patients and their families.

STAFF NURSE

Metropolitan Medical Center | Manila, Philippines

2018 - 2023

Collaborates with Surgeons, Anesthesiologist, Head Nurse and other nurses in establishing, implementing and evaluating efficiency of patient care before and after operations in coordination of patients and their families.

Treat and care for patients after surgical procedures by monitoring vital signs, administering medication and cleaning surgical areas.

FRONT DESK OFFICER

Emiramona Garden Hotel | Tagaytay, Philippines

2012 - 2018

Process all guest check-ins, check-outs, room assignments and room change/late check-out requests.

Respond to telephone, e-mail, and in-person inquiries from clients, business partners, and other parties.

Computes bills, collects payment and makes changes for guests. Count and verify cash, shift activity, keys, gift certificates, and wireless internet cards with departing shift.

Books telephone/ internet/ walk-in reservations

Makes proposal letters for corporate bookings such as conferences with accommodation.

REFERENCES

Emiline Borces

Front Desk Manager
Emiramona Garden Hotel

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Yoshabel Ann Santos Feji

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Metropolitan Medical Center

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