

# Jemima P. Domingo

## College Instructor | Psychometrician | CHRA

San Mariano, Isabela PH • 0945 390 2815 • domingojemima06@gmail.com

Dedicated with a demonstrated history of experience through the implementation of innovative working strategies as well as giving the best possible service. Seeking opportunities to leverage my years of experience and steadfast commitment in the realm of career development.



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### EDUCATION

2023-Present	<b>ST. PAUL UNIVERISTY- PHILIPPINES</b> <i>Master of Arts in Psychology</i>	Tuguegarao City, Cagayan
2012-2016	<b>UNIVERSITY OF ST. LOUIS TUGUEGARAO</b> <i>Bachelor of Arts Major in Psychology</i>	Tuguegarao City, Cagayan

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### WORK EXPERIENCES

February 2023 – January 2024

**ISABELA STATE UNIVERSITY – SAN MARIANO CAMPUS** San Mariano, Isabela  
**Instructor I**

- Developed detailed syllabi and modules for each course, promoting a structured learning experience.
- Updated course materials regularly, incorporating multimedia resources and maintaining transparency through clear guidelines.
- Courses handled:
  - Understanding the Self
  - Ethics

July 2020 – February 2022

**SAN MARIANO MULTIPURPOSE COOPERATIVE** San Mariano, Isabela  
**Collection Officer/ Clerk**

- Responsible for performing administrative and technical tasks e.g., follow-up and collecting payments from clients.
- Conduction of Education to members and clients.
- Interview applicants and perform other related functions.

July 2019 – April 2020

**CONCENTRIX (BLUE CROSS BLUE SHIELD)** Quezon City, Philippines  
**Customer Service Representative**

- Responsible for performing administrative and technical tasks e.g., checking client's insurance policy, resolving issues about the policy

August 2017 – December 2018

**DEPARTMENT OF HEALTH- REGION II** San Mariano, Isabela  
**Public Health Associate**

- Responsible for performing administrative and technical tasks e.g., consolidating and gathering data from LGU and different BHS
- Conduction of Education on Health to patients
- Sending reports to Region
- Assists in the collection and validation of health-related data and information.
- Participates in the development of health programs and strategies.

November 2016 – June 2017

**MERCURY DRUG-TUGUEGARAO** Tuguegarao City, Cagayan  
**Pharmacy Assistant**

- Maintains inventory of medication and supplies, directing prescription queries to the Pharmacist.
- Delivering prescription to customers, selling over the counter medicines.

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ELIGIBILITY

AFFILIATION

### **TRAININGS**

- A Gender Awareness and Sensitivity Training (ISUSMr, March 4, 2023)
- Mental Health 101: Paano nga ba malaman kung may problema na? (June 30, 2022)
- International Occupational First Aid and Basic Life Support/Cardiopulmonary Resuscitation with Automated External Defibrillator ( March 15-16 2021)
- Users training on mobile application of Health Facility Profile and National Health Facility Registry for Region II Cagayan Valley ( May 25-26, 2018)
- Basic Sign Language (June 19, 2015)

### **TRAININGS & SEMINARS PROVIDED**

- Mental Health 101 - KASALIKA (Kabataan Sagip Kalikasan) - December 27. 2022
- Mental Health Awareness - Youth Leadership Summit- March 19, 2022

### **PERSONAL INFORMATION**

- Age: 27
- Birthdate: July 06, 1996
- Religion: Born Again Christian

### **SKILLS**

Seminar Management  Google Workspace  Zoom  MS Teams  Microsoft Office  Canva

Jemima P. Domingo, CHRA, RPm

Applicant