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DENIALY CAORTE MENDOZA

OBJECTIVES:

To obtain in a stable and successful institution to utilize my skills and qualification gained. And seeking a position as nurse aid where a great ability provide nursing care to patients can be fully utilized to maximize total patientcare.

QUALIFICATIONS:

- Dynamic personality that inspires people to work with me.
 - Motivated and enthusiastic about developing good relations with clients.
 - Effective working alone or as a cooperative member.
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PERSONAL BACKGROUND:

Date of Birth: December 31, 1979

Place of Birth: Davao City, Philippines

Age: 44

Gender: Female

Status: Married

Nationality: Filipino

Height: 5'2

Weight: 70kg

EDUCATIONAL BACKGROUND:

SECONDARY: 1993–1997, Daniel R. Aguinaldo High School

TERTIARY: Institutional/Hospital

QUALIFICATIONS:

- San Pedro College of Davao City, 12 C Guzman street, 8000 Davao City, Philippines – Health Aide Training Program Certificate, 1997–1998
- Technological Educational and Skills Development Authority – Health Care Services, 1 December 2010

COMPUTER EXPERIENCE:

- Nexus Computer System
 - Microsoft Word, Excel, Power Point, Outlook
 - Oracle
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WORK EXPERIENCE:

San Pedro Hospital of Davao City, 12 C Guzman street, 8000 Davao City, Philippines – Care giving

YEARS OF SERVICE: 3 Months

Garcia General Hospital, 49 Bayan-Bayanan Ave, Cor.T. Bugallon St. Marikina Heights, Marikina City, Philippines – Nursing Aide

JULY 16, 2001 – JULY 1, 2011

Armed Forces Hospital Southern Region, PO Box 101, Khamis Mushayt – Data Capturer

OCTOBER 28, 2011 – OCTOBER 10, 2023

- Tertiary Services / Training for Doctors and Nurses
 - Number of beds: – 1399 beds.
 - Managed Medical stocks in the Operating Room for three months.
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DUTIES AND RESPONSIBILITIES IN ARMED FORCES HOSPITAL:

- Assists in-all non-nursing care unit tasks.
- Assist with other non-nursing and clerical duties as assigned
- Performs clericals and courier services as required
- Cleaning all medical and nursing equipment when require
- Assist in ordering and organizing of unit stocks.
- To chaperone male doctors and other support service staff when nursing staff presence is not required.
- To remove dirty bed linen, emptying the bed and patient's locker on discharge.
- To assist in the distribution and collection of meal trays to and from patients.
- To assist patients during meals.
- To assist in keeping the working area tidy.
- Participates in IT training as required.
- To maintain confidentiality.
- Participates in CQI & PS activities.
- Check supplies for expiry dates and arrange supplies according to first come first out and expiry dates.
- Inspection of department store rooms for overstocking, expiry dates, cleanliness.
- Checking for near expiry items and distribution to departments.
- Liaise with head nurses and all departments are supply issues.
- Attending infection control lectures.

DUTIES AND RESPONSIBILITIES IN OTHER HOSPITAL:

- Handling of nasogastric feedings, insert Foleys catheters.
- Set up IV's for nurses and discontinue IV's. Monitor maintenance of intravenous infusion.
- Perform irrigations and enemas as directed by the physician or registered nurse.
- Monitoring of vital signs, total fluid input and output.
- Handling of tracheostomies and suctioning.
- Change colostomy bags.
- Provide assistance to physicians during examinations while providing patient care, counseling and support.
- Assisted patients with bathing, eating, grooming, especially to prepare them for surgery, treatments or examinations.
- Provide patient comfort and mental well-being. Am knowledgeable of patient rights and assure that a patient's rights are preserved and protected.

- Oversee patient safety while maintaining, supporting and preserving a safe environment.
- Reinforce medical instructions provided by physicians and nurses to patients and family members.
- Assist with invasive and non-invasive procedures. Clean work areas, instruments and equipment after use.

GENERAL:

- I am sensitive to the needs and feelings of others and have good communication skills.
- I see myself as trustworthy, honest, promptly and fair.
- I have the courage and strength to do what is right because it is right.
- I enjoy my work and my off time.
- My self esteem is good.
- I am a very hard worker and a responsible person and my work is always of a high quality.
- I am always willing to work overtime when needed, even on short notice.
- I do not drink or smoke.
- I like to be with people and I love music.
- I am a healthy person with a low sick profile.
- I am always there for my patients and their families and for my co-workers.
- I am always on time for work.

REFERENCES AT ARMED FORCES HOSPITAL:

- Erma Duque Quiero, RN - Radiodiagnostic Medical Imaging. Mobile: +966 50 183 1069
- Edwin M. Gallardo, RN - Medical & Surgical Supplies. Mobile: +966 50 964 4302
- Mrs Sandra Oelofse - ICU assistant head nurse and stock control coordinator. Mobile: + 27 83 754 8989