

## **Claudine B. Caranay**

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### **PROFESSIONAL SUMMARY**

I am a nursing aid responsible in providing essential support that enhances patient care and contributes to the smooth operation of healthcare facilities. I am a hardworking person who stresses the opportunity to grow in all aspects.

### **SKILLS**

- Strong organization and planning skills
- Attentiveness to every detail
- Has a wide range of vocabulary
- Basic Medical Knowledge
- Can manage time and assist patients with personal care and conducting clinical duties
- Can easily grasp instructions given especially when it comes to medical needs of the patients.

### **WORK HISTORY**

Nursing Aid

February 2022 - March 2023

Pines City Doctor's Hospital Medicine Clinic 3<sup>rd</sup> flr. Rm 306

Magsaysay Ave., Baguio City, 2600

- Measure and record vital signs, such as temperature, blood pressure, pulse, and respiration rates, and report any significant changes or abnormalities to the nursing staff for further assessment and intervention.
- Assist patients with their needs and maintain their hygiene, ensuring their comfort at all times.
- Help patients with mobility by aiding in walking, transferring from bed to wheelchair, and repositioning bedridden patients to prevent bedsores.
- Gather medical supplies and set up and maintain medical equipment such as oxygen machines, catheters, and other assistive devices, ensuring that all equipment is sanitized and functioning correctly.
- Change bed linens, tidy patient rooms, and maintain a clean and safe environment.
- Answer calls and perform other duties as assigned.

Freelance ESL Tutor from December 2021-present (home based)

Engoo by Bibo Global Opportunity, Inc

Makati, Philippines

- Teach both adult and young learners.
- Conduct one-on-one or group classes focusing on various aspects of English, including grammar, vocabulary, pronunciation, reading, writing, and listening skills.
- Monitor and adapt teaching strategies to accommodate different learning styles and paces.
- Provide constructive feedback on students' performance and suggest areas for improvement.
- Maintain detailed records of students' progress and communicate these effectively with students.
- Use diverse teaching aids and technologies, such as audio-visual materials, language learning apps, and online resources, to enhance the learning experience.

ESL Tutor from January 2018- June 2019 (home based)  
ABC360 Hangzhou, China

- Continuously update and adapt lessons to meet the evolving needs of students.
- Teach the four language skills: listening, speaking, reading, and writing.
- Provide constructive feedback to help students improve their language skills.
- Attend workshops, seminars, and conferences to enhance teaching skills and knowledge.
- Manage attendance records and scheduling.

ESL Tutor from July 2016 –January 2018 (office based)  
ABC360 Philippines LTD.

- Teach adults and develop curriculum materials such as worksheets, activities, and assessments to reinforce learning.
- Utilize diverse teaching aids and technologies, such as audio-visual materials, language learning apps, and online resources to enhance the learning experience.
- Regularly assess students' progress through quizzes, tests, and informal evaluations.
- Collaborate with other educators to share best practices and resources.
- Offer additional support through one-on-one tutoring sessions, if necessary, to address individual challenges.

## EDUCATION

**College Institution:** University Of the Cordilleras  
Course: Bachelor of Science in Secondary Education

Medline International Training Institute  
Health Care Services NCII  
School Address: Naguilian Road , Baguio City

**High School Institution:** Saint Louis High School of Antamok  
School Address: Tram Ucab, Itogon, Benguet