

GENE D. VILLEGAS

Valencia Bukidnon, Philippines, 8709

+639950148518 / +966563540664 | genedahino@gmail.com

PROFESSIONAL SUMMARY

A compassionate, dedicated, and highly skilled personal caregiver with 8 years of experience in providing excellent care for disabled, childcare, and elderly care patients. Possesses strong communication skills and a positive attitude. Patient, understanding, and has an extensive background in assisting with daily activities such as dressing, bathing, and meal preparation. Comfortable working in a fast-paced environment and able to adapt to changing situations. Passionate about providing high-quality care to patients with a range of needs. Dedicated to ensuring that clients receive the highest level of care with respect, dignity, and safety.

SKILLS AND COMPETENCIES

- Experience in providing personal care and assistance to patients.
- Knowledge of mental technology and procedures.
- Ability to maintain patient confidentiality and dignity.
- Proficient in using medical equipment and technology.
- Knowledgeable in using NG Tube feeding, basic wound care
- Excellent knowledge of emergency response and first aid (CPR)
- Knowledge of housekeeping activities and cooking with attention to dietary constraints
- Ability to develop and implement individualized care plans

WORK EXPERIENCE

- **CAREGIVER - ELDERLY** March 2024 - Present
Private Employer - Riyadh, Kingdom of Saudi Arabia
 - Taking care of a bedridden patient with an oxygen catheter peg tube
 - Keeping the house clean and doing laundry when needed
 - Providing bathing and dressing assistance
 - Keeping proper care records
 - Maintaining a safe and comfortable home environment
 - Help clients take prescribed medication.
 - Doing some physical exercise or therapy.
 - Monitored BP, Sugar, SPO2, and PR.
 - Maintaining a healthy blood pressure, body temperature, and blood glucose level.
- **NANNY** Nov 2023 - Feb 2024
Local Saudi Client - Riyadh, Saudi Arabia, Alazool Home Care
 - Observed children during studying
 - Transport children to and from school and extracurricular activities.
 - Teach children appropriate social behaviours, such as being respectful to each other and helping out with chores.
 - Ensure children's safety during indoors and outdoor activities.
 - Take care of children in case of injury or illness.
 - Prepare nutritious meals.
 - Assist them with their homework, school projects, and reading assignments.
 - Collecting and then washing and ironing the children's clothes.
- **CAREGIVER - ELDERLY** Aug 2023 - Nov 2023
Saudi Local Client - NHCC Homecare, Riyadh, Saudi Arabia
 - Monitoring sugar for diabetes and BP
 - Preparing healthy meals that's suitable for patients.
 - Soft massage before sleeping at night.
 - Following a prescribed healthcare plan, which may include assisting with exercise and administering medication.
 - Ensuring the client's home is organized according to their needs

- **CAREGIVER - ELDERLY** Feb 2021 - June 2022
 Schon Clinic Bad Aibling Germany - Bad Aibling, Germany
 - Assisting with personal care, which may include bathroom functions, bathing, grooming, dressing, and eating.
 - Providing mobility assistance may be required, for example, helping the client in and out of bed, a chair, or a wheelchair.
 - Changing linens when needed and assisting daily needs
 - Plan and prepare meals with assistance from the clients (when they are able).
 - Help clients with physical therapy exercises.

- **CAREGIVER - ELDERLY** June 2019 - June 2020
 Saudi Local Houser - Riyadh, Kingdom of Saudi Arabia
 - Help with activities of daily living such as bathing, grooming, and toileting.
 - Help with light housekeeping tasks such as laundry, vacuuming, and dusting.
 - Assist with errands such as grocery shopping, picking up prescriptions, and going to medical appointments.
 - Observed and monitored patient physical being
 - Giving daily physical exercise
 - Monitor and record vital signs, symptoms, and changes in client condition.

- **CHILD CAREGIVER** March 2016 - Aug 2018
 Private Employer - Dammam, Al Khobar, Kingdom of Saudi Arabia
 - Work full time with family, taking care of 7 years. old girl.
 - Managed the schedules of the little girl, including the planning of engaging activities.
 - Picking up from any event like sports and school activities.
 - executed light housekeeping, including laundry, vacuuming, and bed tiding.
 - Organized shopping for cooked meals for the little girl.
 - Giving children lunch and in-between snacks, encouraging them to assist with household chores, helping them with homework

- **CHILD CAREGIVER** Sept 2012 - May 2013
 Private Employer - Malaybalay Bukidnon, Philippines
 - Taking care of 14 years. old down syndrome patient
 - Ensuring the children have good hygiene
 - Preparing healthy meals and snacks
 - Ensure that children are safe and that their everyday needs are met.
 - Ensure patients are kept active, entertained, and engaged in developmental activities.
 - Checking and monitoring vital signs
 - Assisting in weekly physical therapy as an occupational therapist.

- **CHILD CAREGIVER** Jan 2010 - May 2012
 Private Employer - Malaybalay Bukidnon, Philippines
 - Assist children with daily tasks such as dressing, toileting, and eating.
 - Maintain a clean and organized environment for the children.
 - Administer first aid and medication as needed, as well as checking vital signs.
 - Cleaning the children's living spaces and completing basic household chores
 - Preparing healthy meals and snacks
 - Perform laundry duties, including washing, ironing, and folding clothes.
 - Checking appointments for doctor visitation

EDUCATIONAL BACKGROUND

- **TERTIARY** 2007
 Bukidnon State University - Malaybalay City, Bukidnon, Philippines
 Bachelor of Science Major In Sociology

CERTIFICATE / TRAINING ATTENDED

- **CERTIFIED NURSING ASSISTANT - Present**
 Best Care International School - Riyadh, Saudi Arabia
- **CAREGIVER - NC II - 2012**
 MMS Development Training Center - Valencia City Bukidnon, Philippines
- **BASIC LIFE SUPPORT - Cardiopulmonary Resuscitation (CPR)**