



# JOSELITO A. ANDAYA

NURSING ASSISTANT

## CONTACT

09610076173

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P1 B5 L42 Eastwind homes  
Subdivision, Barangay. San  
Isidro, Montalban, Rizal

## SKILLS

- Patient Care: Activities of Daily Living (ADLs)
- Patients Vital Sign & Patients
- Monitoring Medication
- Assistant Wound Dressing
- Charting & Documentation
- Time Management
- Bathing , body & skin care
- Computer Literate) Microsoft office)
- Medical Equipment Operation
- Excellent Communication Skills, Interpersonal Skills, Teamwork, Problem-Solving, Time Management, Adaptability, Empathy, Compassion, Strong Work Ethic
- Valid Driver's License
- Messengerial Duties Empathy and compassion

## LANGUAGE

- English



## PROFILE

Highly experienced and dedicated Nursing Attendant with 31 years of proven success in providing compassionate and effective patient care. Possesses strong interpersonal skills, computer literacy, and a valid driver's license. Dedicated to maintaining a safe and supportive environment for patients, consistently exceeding expectations in a demanding role. Completed relevant certifications in Basic Life Support, Data Privacy Act, Mental Health Law, and Gender and Development.



## WORK EXPERIENCE

### NURSING ATTENDANT II

2021 - PRESENT

National Center For Mental Health

- Manages incoming mail so that it is opened, sorted, and distributed in a professional and timely manner.
- Maintains accurate records related to the receipt and deliver documents, messages, and other items to one department to another department.
- Assisting Patients admission, discharge, transfer & Referrals to other Hospitals.
- Documenting patients care activities and observations accurately and timely.
- Communicating effectively with patients, families , and other health care team.
- Assisting wound care, including changing dressing and providing basic first aid.
- Administering medication under the supervision of a registered nurse.
- Conducting basic patients assessment and reporting any changes in condition to the nursing staff.
- Participating in health education activities for patients and families.
- Maintaining patient confidentiality and respecting their rights and dignity.

### NURSING ATTENDANT I

2021 - PRESENT

National Center For Mental Health

- Assists patients in performing basic tasks such as:
  - a. Giving bath to ambulatory patients
  - b. Serves drinking water and nourishment
  - c. Serving meals and helping feed patients
  - d. Dressing and/or changing of diaper and underpads if needed
  - e. Going to the toilets when necessary
- Monitoring vital signs , including blood pressure, pulse rate and temperature.
- Assisting with patients transfer, repositioning and mobility.
- Maintaining cleanliness and orderliness of patients room and common areas.
- Adhering to infection control protocols and ensuring proper use of personal protective equipment.



## EDUCATION

Laguna college of business and arts

1990-1994

High School Graduate

## REFERENCE

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### Phoebe Angielyn Rebucas

Phone: 09934582434

Email : angielynrebucas@gmail.com

Nursing Attendant

### Jessie Louie Abenir

Phone: 09947728974

Email : jabenir656@gmail.com

Nursing Attendant



## CERTIFICATES

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### Basic Life Support

National Center For Mental Health

April 2024

### Orientation on Privacy and the Data Privacy Law

National Center For Mental Health

August 2022

### Milieu Theraphy

National Center For Mental Health

September 2022

### 5s for Good Housekeeping

National Center For Mental Health

October 2021

### Prevention & Treatment of Common Work Related Ailment

National Center For Mental Health

October 2021

### Communication Process

National Center For Mental Health

May 2021

### Infection Prevention & Control

National Center For Mental Health

February 2021