



MICHELLE ANNE SISON

Company Nurse

+63931 9313662



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231 Camia Street, Baluyot Subd. Brgy. Reformista,
Limay, Bataan

Education

Bachelor of Science in Nursing

Bataan Peninsula State University

2001-2006

Secondary

Limay National HighSchool

1997-2001

Areas of Expertise

- Process Documentation
- Risk Assessment and Management
- Regulatory Compliance
- Audit and Inspection
- Incident Investigation
- Safety Training and Education
- Data Analysis and Reporting
- Leadership and Communication
- Patient Assessment
- Medication Administration
- First Responder Skills
- Search and Rescue Operation
- Incident Command System
- Survival Skills
- Technical Rescue
- Emergency Transport
- Advanced Life Support (ALS)
- Field Triage
- Clinical Skills
- Medication Management

Profile

Competent, compassionate, and empathetic Nurse with background experience in emergency medical care. Meets responsibility in patient safety, medication safety, coordination of care, and prioritization. Works well under pressure, persistent, determined, and goal oriented. Emotional stability to cope with human suffering, emergencies and other stresses. Offering leadership qualities with a positive attitude. Motivated, hardworking, organized, focused and dedicated. To embrace a career opportunity where my healthcare background and education would be conducive to achieving all goals.

Professional Experience

Philippine Heart Center
HEARTS, Nursing Services

2007

- Provide Assistance in Patient's Activities of Daily Living
- Provide Independent Nursing Care.
- Coordinate with other medical team for continuous care

PRIVATE DUTY NURSE

2007 - 2010

- Provide Assistance in Patient's Activities of Daily Living
- Provide Independent Nursing Care.
- Coordinate with other medical team for continuous care

LDRRMO LIMAY - LG U

2010 - 2015

NURSE 1

- Provided immediate medical care and first aid to individuals affected by emergencies, including natural disasters, accidents, and community health crises.
- Collaborated with paramedics, firefighters, and other emergency personnel to ensure efficient and effective patient care during rescue operations.
- Conducted rapid assessments of patient's conditions, prioritizing care based on severity and utilizing triage protocols to manage multiple casualties.
- Coordinated transportation of patients to appropriate healthcare facilities, ensuring continuity of care and clear communication with receiving medical teams.
- Educated community members on emergency preparedness, basic first aid, and health promotion, enhancing public awareness and resilience.
- Supported mental health initiatives for disaster survivors and responders, providing emotional support and connecting individuals with appropriate resources.

Certificates and Trainings - Seminars

- **Basics of Critical Care for healthcare Providers Online Course.**
- **Advanced Cardiac Life Support.**
- **Basic Life Support.**
- **Basic Life support CPR for Healthcare Providers.**
- **First Aid Training**
- **Basic Occupational Safety and Health Training Course.**
- **Regular IV Training Program.**
- **Construction Safety and Health Course for Site Officers.**
- **Modified Medical & Technical Rescue Operations Course.**
- **Lost Control Management.**
- **Disaster Risk Reduction and Management Response Review Course.**
- **Confine Space Safety Training Course.**
- **Basic Training Course on Environmental Laws and Management for Pollution Control Officer's.**
- **Accident Investigation and Root Cause Analysis Workshop.**
- **OSHA-Based General Awareness.**
- **Authorized Managing Officer's (AMO) Course.**
- **Seminar on Basic Fire Fighting and Confined Space.**

(Available upon request.)

Languages

Filipino *Native*

English *Proficient*

References

- **Mr. Kay Bracewell**
Whesoe Philippines Construction Inc,
Vice President
+639178040499

WHESOE PHILIPPINES CONSTRUCTION INC

2010 - 2018

HSE SUPERVISOR/ PROJECTS COORDINATOR

HSE SUPERVISOR

- Supervised and implemented the company's HSE programs, ensuring compliance with local, state, and federal regulations.
- Conducted regular safety audits and inspections to identify potential hazards, recommending corrective actions to prevent accidents and injuries.
- Developed and delivered comprehensive safety training programs for employees, including new hire orientations, emergency response drills, and specialized safety courses.
- Investigated workplace incidents and accidents, conducting root cause analysis and developing preventive measures to mitigate future risks.
- Collaborated with management and employees to foster a culture of safety, promoting best practices and continuous improvement initiatives.
- Managed waste disposal and environmental protection procedures, ensuring compliance with environmental regulations and sustainability goals.
- Coordinated with external agencies and contractors to ensure their adherence to the company's HSE standards and requirements
- Maintained accurate and up-to-date records of safety incidents inspections, training activities, preparing detailed reports for management review.
- Led the implementation of ergonomic solutions to reduce workplace injuries, improving employee comfort and productivity.
- Monitored and enforced the use of personal protective equipment (PPE), ensuring availability and proper usage among staff.
- Played a key role in the development and execution of emergency response plans, including fire drills, evacuation procedures, and first aid readiness.

Project Coordinator

- Coordinated and managed multiple projects simultaneously, ensuring alignment with organizational goals and client expectations.
- Developed and maintained comprehensive project documentation, including timelines, budgets, risk assessments, and status reports.
- Facilitated communication among project stakeholders, including team members, clients, and vendors to ensure project objectives were understood and met.
- Scheduled and organized project meetings, prepared agendas, and documented minutes, ensuring effective follow-up on action items.
- Monitored project progress and performance, identifying potential issues and implementing corrective actions to mitigate risks.
- Supported the project management team in developing and updating project plans using project management software to track milestone and deliverables.

HSE SUPERVISOR/ COMPANY NURSE***HSE Supervisor***

- Supervised and implemented the company's HSE programs, ensuring compliance with local, state, and federal regulations.
- Conducted regular safety audits and inspections to identify potential hazards, recommending corrective actions to prevent accidents and injuries.
- Developed and delivered comprehensive safety training programs for employees, including new hire orientations, emergency response drills, and specialized safety courses.
- Investigated workplace incidents and accidents, conducting root cause analysis and developing preventive measures to mitigate future risks.
- Collaborated with management and employees to foster a culture of safety, promoting best practices and continuous improvement initiatives.
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- Led the implementation of ergonomic solutions to reduce workplace injuries, improving employee comfort and productivity.
- Monitored and enforced the use of personal protective equipment (PPE), ensuring availability and proper usage among staff.
- Played a key role in the development and execution of emergency response plans, including fire drills, evacuation procedures, and first aid readiness.

Company Nurse

- Provided comprehensive healthcare services to employees, including first aid treatment, health assessments, and management of minor illnesses and injuries.
- Developed and implemented workplace health and safety programs, promoting a healthy work environment and reducing the incidence of work-related injuries and illnesses.
- Conducted regular health screenings and wellness programs, such as blood pressure checks, vaccination drives, and health education seminars.
- Maintained accurate and confidential employee health records, ensuring compliance with privacy regulations and company policies.
- Coordinated with external healthcare providers and specialist for employee referrals and follow-up care as needed.

- Managed the company's occupational health initiatives, including ergonomics assessments and workplace hazard evaluations.
- Administered and Monitored employee drug testing programs, adhering to regulatory guidelines and ensuring confidentiality.
- Collaborated with HR and management to develop and enforce health policies and procedures, ensuring alignment with industry standards and legal requirements.

Premium Megastructures Inc

July 2, 2024 – Present

PROJECT NURSE

- Participate in all safety programs and actively cooperate with health and safety committee
- Provide immediate medical care for workers in case of illness/accidents in the project site
- Coordinate with hospitals near the project site for possible treatment of workers

I HEREBY certify that all information is true and correct to the best of my knowledge and belief.



MICHELLE ANNE B. SISON

APPLICANT