

Certificate of Employment

This is to certify that **Mr. Abusood J. Ladjamatli**, was employed in West Metro Medical Center, a level-II hospital with 110-bed capacity as:

Junior Programmer : from April 24, 2024 to August 23, 2024

His duties and functions as *Junior Programmer* include:

- Facilitates in keeping operating systems, office suites, laboratory information system and hospital management information system reliable by performing updates, upgrades, patch fixes upon the release of notices from its vendors and original equipment manufacturer's reassuring 100% compliance to Preventive Maintenance standards.
- Develops implements, provides and monitors the hospital practices for data protection, internet use, e-mail, security and ICT resource management & data integrity establishing 100% compliance to Data Management Standards and Hospital Safety Programs.
- Ensures preparation of documents of policies and procedures to facilitate 0% user errors maintaining 100% compliance to orientation policy
- Prepares accomplishment reports on ICT use and costs, demonstrates best value in provision of products and services based on 100% Hospital Budget Planning Policy and 0% incidence of delay and error.
- Implements responsibility for setting up security parameters and virus checks maintaining 100% compliance to Hospital Safety Programs.
- Provides individual training and support on request to facilitate 0% user errors maintaining 100% compliance to Orientation Policy.
- Initiates improvement on the hospital management information system by coordinating with different end-users.
- Research current and potential resources and services as evidence by appropriation of updated chores, affairs, timetables and programs attaining 100% customer satisfaction.
- Ensures that all required licensed software's are 100% in conformance with the Digital Rights Management, Optical Media Act (RA 9239) and the Copyright Provisions of the Intellectual Property Code of the Philippines (RA 8293).
- Attends seminars, conferences and reviews on Engineering or ICT-related infrastructure and professional literature to enhance knowledge of trends and developments in 100% compliance to Engineering Laws, Contracts and Ethics.

This certification is issued upon his request for whatever legal purpose it may serve him best. Done on this 6th day of September 2024, Zamboanga City, Philippines.


HONEY MAE G. CRUZ
Human Resource Division - OIC





CERTIFICATION

TO WHOM IT MAY CONCERN:

THIS IS TO CERTIFY that **MR. ABUSOOD J. LADJAMATLI** is rendering service since July 3, 2023 to date as Job Order and presently assigned in the Special Program - Paperless System under the Sangguniang Panlungsod, City Government of Zamboanga, with a daily wage of P503.09.

THIS IS TO FURTHER CERTIFY that being an employee with Job Order status, Mr. Ladjamatli's current employment is from July 3, 2023 to December 31, 2023 and renewable for another six months.

This Certification is being issued upon request of Mr. Ladjamatli for whatever legal purpose it may serve.

City of Zamboanga, August 29, 2023.

ROBERTO D. TALABOC, JR.
Human Resource Management Officer IV



VILLALOBOS ST., ZONE IV, ZAMBOANGA CITY, 7000, PHILIPPINES



www.zamboangacity.gov.ph



E-mail ad: chrmorecords@gmail.com



Tel Nos. (062) 991.5991 / (062) 991.0663



Telefax Nos. (062) 991.9865



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