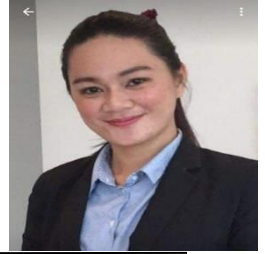


ALTHEA GRACE SOLIBA GALLARDO

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Abu Dhabi, U.A.E

**Career Objective:**

- To utilize my Nursing Assistant/Caregiving skills and provide a professional service to patients by applying and honing my knowledge and working in a challenging and motivated environment.

Qualifications:

- Completed Nursing Assistant training
- 2 years experience as a caregiver
- 1 year experience as Nursing Assistant
- BLS certified

Skills:

- Proven skills, can relate well to people with various cultures.
- Excellent in communication skills as well as good interpersonal.
- Honest, hardworking, reliable and responsible
- Can work efficiently, can handle multitask.
- Excellent in vital signs taking and patient's monitoring.
- Excellent skills in bed making.
- Excellent in suctioning, tracheostomy care and PEG tube feeding.

EXPERIENCE:**Nursing Assistant/ Doctor's Assistant**

LLH HOSPITAL

March 2022- PRESENT

DUTIES AND RESPONSIBILITIES:

1. Escort patients to exam rooms, interviews patients, measure vital signs, including weight, blood pressure, pulse, temperature, and document all information in patient's chart.
2. Prepares treatment rooms for patient examinations; Assist physician and physician assistant in exam rooms.
3. Keep exam rooms stocked with adequate medical supplies, maintain instruments, prepare sterilization as required; Properly disposes of contaminated supplies.
4. Performs other related duties as assigned or requested.

CAREGIVER

Abu Dhabi UAE

August 2019 – August 2021

DUTIES AND RESPONSIBILITIES:

1. Provided nursing care to the patient to prevent complications such as frequent turning and good skin care to prevent bed sores.
2. Monitored and recorded vital signs.
3. Monitored and record blood sugar level.
4. Administered insulin pen as a prescribed and basing on the sliding scale.
5. Administered medications as prescribed by physician.
6. Operated and used medical apparatus (pulse oximeter, concentrator, nebulizer and oxygen cylinder.
7. Tracheostomy care.
8. NGT/PEG feeding and care
9. Arrange medical appointments and transportation to and from the hospital.
10. Ordered and pick up of medications and medical supplies.

EDUCATION:

Senior High School (Philippines)
Short course (Abu Dhabi, UAE)

Accountancy Business and Management
Certified Nursing Assistant
Reception Management

TRAINING:

Basic Life Support
Infection Control
Wound Management