

GUIA DELA TORRE MENDEZ, R.N

Philippine Address: Simala, Sibonga, Cebu, 6020 Philippines

Mobile Number: +63926-621 7205

Email: ah_ah9800@yahoo.com

PROFILE

I am a 27 year old, single, residing in Cebu. My profession is a Nurse. I am willing to work as a call center Agent in your growing Company. I am eager to learn, open-minded and productive, possess a quick mind and an open mind set. I possess good social and interpersonal skills. Also, I am a well-organized, dynamic and hardworking individual who is always willing to work overtime at anytime.

PERSONAL DATA

Date of birth	:	October 11, 1985
Place of birth	:	Cebu City, Philippines
Sex	:	Female
Civil status	:	Single
Citizenship	:	Filipino
Religion	:	Roman Catholic
Height	:	5'2"
Weight	:	75 kgs
Languages Spoken	:	Tagalog, English, German and Arabic

EDUCATION

College- 2002 – 2006:

Bachelor in Science of Nursing

University of San Carlos-Talamban Campus

Cebu City, Philippines

Secondary Education- 1997 – 2002:

Colegio dela Inmaculada Concepcion

45 Gorordo Ave.

Cebu City, Philippines

Primary Education- 1990 – 1997

Simala, Elementary School

Simala, Sibonga Cebu City, Philippines

LICENSES AND CERTIFICATES

- *Member of Philippine Nurses*
- *Member of the labor union for nurses Health in Philippines*
Qatar International Local Group-2001
Member No. Q-0539
Doha, Qatar
- June 27, April 25, Mai 23, 2013
RAI (Resident Assessment Instrument) Coordinator
Domicil Service Center
Engelhaldenstrasse 20, 3012 Bern
- July 16, 2009
Re-certification as ILS provider Rate
No. 2466/420-09/ILS-Rec-172
Hamad International Training Center
Doha, Qatar
- June 23, 2007
Final life-saving measures (ACL Provider Course) Course
ILS-172
Hamad International Training Center
Doha, Qatar

no. 174/1355/

PROFESSIONAL EXPERIENCE

• **June 2012- November 2013** **Domicil Schöneegg (Care Home)**

Staff Nurse

Seftigenstrasse 111

Bern 3007 Switzerland

Company Profile: Domicil Schöneegg

Domicil is the home for the elderly. It's living and housing for 1,400 seniors and offers jobs for 1,200 skilled employees. Anyone who lives in one of 18 locations in a house of Domicil, stays in his ancestral living environment.

All of our facilities offer age to the changing care needs and stay adapted forms of housing. The technical and interpersonal skills of employees is promoted through continuous training and further education measures and the quality of the houses is regularly checked by an approved quality system.

Each of the 18 sites has a high degree of autonomy - but is a common, committed to the needs of the elderly measured philosophy. Domicil is in Bern, the first location of "Living for the Elderly".

• **May 12, 2007- April 14, 2011:** **AL Emadi Hospital**

Staff Nurse

Medical-Surgical Ward

AL Hilal, Doha Qatar

Company Profile: AL Emadi Hospital

Al Emadi Hospital was established in the year 2004 by a prominent gulf surgeon – Dr Mohamed Al Emadi, as a private, acute care, general (medical/surgical) hospital whose mission is to deliver comprehensive medical services, guided by the highest international standards. Our healthcare services are designed to meet the needs and exceed the expectations of the patients. This is achieved by combining medical ethics with the latest technology, and is run by specialized personnel. Therefore the hospital was planned and equipped to meet these standards

We operate to these standards, every day, in everything we do for our patients. We have ensured the expertise and skills to fulfill patients' requirements in a reassuring and comfortable environment. In addition to emergency, the hospital has inpatient and outpatient services.

We have recruited internationally qualified medical and support staff. We are very proud of our staff members who work hard to provide you with high quality medical care, together with a warm and caring attitude and always with customer service in mind. We are fully committed to this kind of quality approach in our organization, using American standards and customer service concepts, and we are confident that with your support, we will continue to offer the highest standards of quality healthcare in Qatar.

DUTIES AND RESPONSIBILITIES

- Reports 15 minutes prior to schedule.
- Receives endorsement to and from the staff.
- Gives direct nursing care.
- Identifies nursing needs of patient.
- Gives and evaluates nursing care
- Coordinates with Physio Therapist, Med-Tech for an appointment
- Performs nursing activities: bathing and oral hygiene, assist patient in moving and proper alignment of patient's body and utilizing good body mechanics
- Takes and records vital signs
- Observes medical asepsis
- Observes signs and symptoms, institutes remedial action when appropriate and records these on the patient's chart
- Reports observation to the physician
- Observes and responds to patient's emotional and spiritual needs
- Acts as a liaison between patient and hospital personnel.
- Interprets to the patient and his family their role in successful therapy and rehabilitation.
- Prepare patient for and assist physician with diagnostic and therapeutic procedure
- Carry's out legal orders
- Assist physician when Doctors Rounds and examining patient
- Performs irrigation, catheterization and gives enemas
- Administer and chart medication and patient's reactions to the medication.
- Sees to it that equipment receive proper care and maintenance
- Sees to it that the unit is ready with the necessary equipment and requisition or the replacement needed supplies without delays
- Discharge patients
- Performs post-mortem care

- Teaches and direct nonprofessional nursing personnel
- Acts as Heads Nurse when delegated.
- Receives and endorses equipment and supplies
- Interpret hospital policies and procedures
- Maintains good relations ship with other hospital personnel.
- Chart accurately medications and treatment given
- Attend meetings and conferences.

NURSING SKILLS PERFORMED

- Assessing Neurological Status
- Assessing Lung sounds
- Airway Maintenance
- Removal of Nasal & Oral airway
- Suctioning (Nasotracheal, ETT, oropharyngeal)
- Ventilate with Ambu-bag
- Assist with intubation
- Administration of Oxygen
- Positioning/ transferring
- Postmortem care
- Pulse oximetry
- Care of Post-Op ENT Surgery
- Use of Cardiac Monitor and Auto BP monitor
- Interpretation of Arrhythmias
- Assist with code
- Pain Management
- Monitoring Input and Output
- Assessing Peripheral Pulses
- Identifying Vascular problems
- Administration of Blood/Blood products
- Inserting straight/Foley cath Female/male
- Care of Post- Op Genitourinary surgery

- nephrostomy tube
- Hysterectomy
- Caesarian Section
- Dilatation and Curettage
- Assessing bowel sounds
- Assessing GI distress and bleeding
- Assist in inserting NG tubes
- Care of patient with:
- Abdominal wounds
- Wound drains (JP, Penrose)
- Care of Post-Op Abdominal Surgery
- IV Insertion
- Administration of Medications (PO, NGT, IM, SQ, IV)
- Discontinue Peripheral IVs
- Glasgow Coma Scale
- Care of Post-op Ophtha. Patient

SKILLS ACQUIRED

- IV insertion
- Tracheostomy and colostomy care
- Tube feedings
- Arrhythmia (PVCs) recognition

CHARACTER REFERENCES

Brigette Däppen

Head Nurse

Domicil Schöneegg

Seftigenstrasse 111

Bern, 3007

+4131 370 9551

Mara Sojat

Chief Nurse
Domicil Schöneegg
Seftigenstrasse 111
Bern, 3007
+4131 370 9551

Girlee L. Abary, R.N, M.AN.
Nursing Director
AL Emadi Hospital
Doha, Qatar
+974- 44666009

Dr. Samer Y. Reda, PDN
Medical Director
AL Emadi Hospital
Doha, Qatar
+974-44666009

Guia dela Torre Mendez R.N., BSN

Applicant