MARIVIC S. JIMENA

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Objective:

To pursue a job in a reputable hospital as a Caregiver. to develop experience in rendering services to patients who have critical conditions

Summary of Qualifications

Knowledge in nursing and medical terms   
Knowledge in giving care to patients   
Ability to classify the actual needs of the patient’s   
excellent organizational skills to be more efficient

Ensured that there was regular communication with the patients and physicians

Maintained all the necessary equipment and proper medical supplies

Monitored the vital signs and health of the patients

Proper documentation of patient care information and passed it along to the family of the patient

Identified proper healthy and hygienic environment while treating patients at home

Gave skilled nursing to all the assigned patients

Professional Experience

Patient’s name & Position

January 15 2014 up 2016

Home Private Nurse

Bed Ridden Eldest case

Fatima Haji /Amina Sharif

House no: 704 block no 3117

Rifa Bahrain

Contracts independently to render nursing care, usually to one patient, in hospital or private home: Administers medications, treatments, dressings, and other nursing services, according to physician's instructions and condition of patient.

Observes, evaluates, and records symptoms.

Applies independent emergency measures to counteract adverse developments and notifies physician of patient's condition.

Directs patient in good health habits.

Gives information to family in treatment of patient and maintenance of healthful environment.

Maintains equipment and supplies

May specialize in one field of nursing, such as obstetrics, psychiatry, or tuberculosis.

May supervise diet when employed in private home

May 24 2013-2015

Home Private Nurse

New Born Triplets Babies

Ahmeed Yousif Abulla

Near Oasis Hall

Muharraq Bahrain

They need a lot of attention. Sometimes, providing that care as a new parent or caregiver can seem daunting.

Eating is pretty much a new infants favorite way to spend "awake time

Equipment that will be needed to feed a newborn.

Dirtying up diapers is the result of all that eating and some baby's may only have a bowel movement once every week or two! Make sure you are preparer still getting use to changing your baby.

Bathing an infant everyday is not necessary. However, it is a good idea to give your infant a wipe down (especially in the diaper area and under chin/neck folds) just to ensure baby is clean and sanitary. A gentle bath at night before bed may help an infant relax and sleep better.

Umbilical cord care is an often unpleasant but necessary task with newborns. . Be careful not to pull or tug on the umbilical cord as this could force it to come off before has healed into a belly button. Also, when you are cleaning the umbilical area, be sure to watch for unusual discharge or blood as this may indicate an infection or tear.

Toys are not necessary to newborn infants as they cannot see far and have little interest in anything but people and faces. If you want to buy toys for your infant, pick things that are contrasting, like a soft black and white block with some red on it, as colors are very hard for newborns to make out.

Infant massage and skin to skin time are important bonding times when caring for an infant. As a parent, you want to do all you can to make your baby feel safe, secure, and loved, so take some time out of the day to rub your baby Sleep is important for both new parents and new babies. New ba bies should sleep about 16 hours a day

August 8, 2012 -2013

ICU Private Nurse

BDF Military Hospital Bahrain

Fatima Abdul Raheem

ICU nurse is responsible for closely observing patients, noting specific procedures and prescribed medication for each case; assisting doctors in providing physical assessments and administering treatments; monitoring vital signs and ensuring the proper functions of feeding tubes, ventilators, catheters and other life support equipments; attending to the patient’s overall needs, such as feeding, bathing and grooming, dressing replacement, medication intake, and comfort. An ICU nurse work efficiently with other practical nurses and nursing assistants in the ICU ward and be able to provide clear directions and guidance for procedures and routines. He should also be able to provide support and education to the patient’s family, answering questions and giving vital instructions on how to care for the patient

November 20 2010 -2012

Home Private Nurse

Dr. Jameel Ebrahim Mohamed Khan

Manama Bahrain

Home care nurses provide medical and personal care to individuals who are chronically ill, disabled or suffering from cognitive impairments. They typically work for senior citizens who want to remain at home but need assistance with dressing, bathing and housework. Home care nurses administer medication, monitor vital signs and educate patients on health care.

. Observation, Assessment and Treatment

Companionship The purpose of in-home nursing care is to provide an individual with independence while still remaining under supervised care. Elderly and disabled individuals are able to remain in the comfort

Medication Administration they can administer medication to patients, including intravenous medications. Nurses are not able to prescribe medications to their patients, they can alter a patient’s dosage with a physician’s approval.

May 5 2008- 2010

NA Nurse Assistance

Noor Specialist Hospital

Dr.Aghar El Gammal

Medical Administrator

Performs any combination of following duties in care of patients in hospital, nursing home, or other medical facility, under direction of nursing and medical staff: Answers signal lights, bells, or intercom system to determine patients' needs.

Bathes, dresses, and undresses patients.

Serves and collects food trays and feeds patients requiring help.

Transports patients, using wheelchair or wheeled cart, or assists patients to walk.

Drapes patients for examinations and treatments, and remains with patients, performing such duties as holding instruments and adjusting lights.

Turns and repositions bedfast patients, alone or with assistance, to prevent bedsores.

Changes bed linens, runs errands, directs visitors, and answers telephone.

Takes and records temperature, blood pressure, pulse and respiration rates, and food and fluid intake and output, as directed.

Cleans, sterilizes stores, prepares, and issues dressing packs, treatment trays, and other supplies.

Dusts and cleans patients' rooms.

May be assigned to specific area of hospital, nursing home, or medical facility.

May assist nursing staff in care of geriatric patients and be designated Geriatric Nurse Assistant.

May assist in providing medical treatment and personal care to patients in private home settings and be designated Home Health Aide.

September 11, 2005 -2007

Housekeeping department

Supervisor

Emirates Tower Hotel

P,O Box 72127. Dubai UAE

Nicole Porte

Human Recourse Manager

Housekeeping supervisors oversee the duties performed by the housekeeping staff in hotels, universities, job include. Providing Training e housekeeping experience, keen observation skills, an orientation to detail and competence in verbal and written communication.

Providing Training the housekeeping staff is a primary responsibility of supervisors. This means educating new hires on the organization's policies and procedures, its methods of cleaning and maintenance, the location of supplies and the layout of the facility

Giving Clear Instructions housekeeping supervisor must communicate effectively, both in writing and verbally. She must clearly communicate expectations, suggestions, constructive criticism and company policy in a professional and easy-to-understand manner.

Managing Time and Schedules Time management is another critical function for a housekeeping supervisor. He creates employee work schedules, designates when and how the work will be accomplished, enforces the rules and regulations regarding breaks and lunches, and reports employee tardiness and absences.

Managing Equipment and Supplies A housekeeping supervisor is responsible for taking inventory and ordering supplies. It's her duty to make sure employees have what they need to perform their jobs quickly and efficiently. She must also maintain equipment such as vacuum cleaners and floor polishers and perform simple repairs. When equipment requires major repairs, she's responsible for having it done or ordering new equipment.

Providing Customer Service Providing a high standard of customer service is also important for a housekeeping supervise

Lending a Hand a housekeeping supervisor often works alongside cleaners to help perform cleaning and maintenance duties. She may make beds, take out trash, change light bulbs and perform other tasks to ensure the work is done in a timely and efficient manner. If her staff is short-handed, she may fulfill the role of the missing team member and help out for the day.

EDUCATIONAL BACKGROUND

Name of School Digress or course Date Graduated

Philippines National Red Cross Safety Service First Aid CPR June 13, 2003

Quezon City Advance Life support

Best In Emergency Rescue

Ambulance Medic Nurse

Fass Intel Paramedical

Center Institute (TESDA)

Quezon City BS Nursing Aid April 15 2000

Newfield International English language February 24 2007

Call Center Training Institute

(TESDA)

EARN Institute Technology computer Secretarial April 16 1998

Quezon city

E Rodriquez Jr Secondary March 20 1986

High School

Quezon City

Lamao Elem. School Primary March 20 1982

Bataan Province

I solemnly swear that to the best of my knowledge, the statement made this application, voluntary prepared by me

Personally or under my personal direction are, true & correct and that I understood the same & the photograph

Hereby is my photograph.

Note: For the above original supporting credential, please do not hesitate to call me or visit my email inbox….

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**Marivic S. Jimena**

**Applicant Signature**