

Rona R. Bongolto
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CAREER OBJECTIVE

To be part of an industry that will give me the opportunity to expand my knowledge in service and to impart my skills and my experiences in the field of quality service.

EDUCATION

CERTIFICATE III in Individual Support (CHC33015)	NSW	28 June 2023
CERTIFICATE IV in AGEING Support (CHC43015)	NSW	08 April 2024
Bachelor of Science in Nursing	STI College	2012 -2014
Hotel and Restaurant Management (6-month Course)	Mindanao Master Technical Training Center, Cagayan de Oro City	2012
Secondary	Liceo de Cagayan University	1997-2001

SKILLS/INTEREST

- Has driving skills. (Driver's International -License)
- Can perform task in Hospital Duties and Fields.
- Perform Life-Saving situations.
- Computer literate
(Microsoft Excel, Microsoft Word, Microsoft Power point)
- Flexible and Hardworking.
- Dedicated and Honest in work.
- Strong interpersonal skills.

WORKING EXPERIENCE

Care Vision Services
Disability Support

May 2023 at Present

- Giving support care with Disability
- Deals Patients/Clients(child/Adult) with Dementia, Alzheimer's, Autism Cerebral Palsy and other especial conditions that needs especial care.
- Documenting behavioural and Nursing Care Plan
- Provides Safety in Health and work-place, assuring for the benefit of the client.

Allity Pemulwuy Aged Care
11 Pastoral Circuit, Pemulwuy 2145
Assistant In Nursing/Medication Competent

November 2022 at Present

- Assisting patients with their personal care needs such as showering, toileting, shaving, oral hygiene, dressing and eating.
- Assisting patients with their mobility and communication needs.
- Following therapy plans such as interventions to assist those with dementia and behavioural problems.
- Giving Medications Based on Nursing Care Plans and Interventions

Assure-Ability Care-Support Care
Disability Support
Kingsgrove-NSW

October 13, 2022 at Present

- Giving support care with Disability
- Assess behavioural with Child and aged care and evaluates need to implement for the Client/Participants
- Deals Patients/Clients(child/Adult) with Dementia, Alzheimer's, Autism Cerebral Palsy and other especial conditions that needs especial care.
- Documenting behavioural and Nursing Care Plan
- Provides Safety in Health and work-place, assuring for the benefit of the client.

Medical Assist- AIN
Ashfield-NSW

April 2022 at present

- Look after the Geriatric Patients, Give right care (hygiene, Diet food and fluid intake)
- Nursing Home/Facility
- Deals Patients with Dementia, Alzheimer's and other especial conditions that needs to care off.
- Documents any incidents or behaviour observed to the Patient and do proper management to settle things in appropriate time.

RBJ Commodities Trading Exponents
Professional Sales and Service Representative

March 2021 to February 2022

- Works in time
- Deals with clients respectively
- Conducts Product Presentation and Demonstration

Pharma Galenx Innovative Inc.
Medical Sales/Product Sales Executive

October 2018 to February 2020

- Performs task on time.
- Coverage with high respective accounts like Doctors, Managers and CEO of each establishment.

Medical Sales Representative

August 1, 2016 to August 2018

Cebu RTK Marketing Inc.

- Promotes Product line with each account
- Provides services to clients needs
- Demonstrate products needed

Emergency Medical Technician

October 2014 at Present

HELP (Health Emergency Live-Saving Paramedics)

Rescue 411

- Identifies assessment findings, which may require communications with medical control, for advice and for notification that special professional services and assistance be immediately available upon arrival at the medical facility
- Performs scene side up by evaluating safety of the scene and ambulance crew and patient, determining the cause of injury illness, the number of patients an kind of assistance needed.

Medical Secretary

December 2009-September 2014

Dr. Cindy Canceko-Llego., MD

Developmental and Behavioral (Pediatric)

Polymedic Medical Plaza Inc.

- Assess vital signs ,Sensitivity to confidential matters
- Perform other duties required

Vienna Café Bar

April 2004 – May 2006

(now Melange Café)

Barista/Cashier/Sales Associate

Limketkai Center CDO

- Prepares customers' order
- Executes stocks inventory/marketing
- Performs other duties as required

SEMINAR / TRAINING ATTENDED

CPR/AED First Aid

(Adult/Child/infant/Choking)

AED / Injury & Universal Precautions

National CPR Foundation

October 12,2022

Manual Handling Training

Australian Nursing and Training Service

June 23,2022

Emergency Medical Technician-Basic September 14- 28 2015,

Central 911, Matina Davao City

Basic Trauma Care- July 11, 2015 2nd Floor, Pearlmont Hotel CDO.

Obstetric and Gynaecologic Emergencies- April 29, 2015 at 5th floor Victoria Suites, CDO

Neurologic Emergencies- April 27, 2015 at 5th floor Victoria Suites, CDO

- Traffic Rules and Regulations conducted by the Education Section of the roads and traffic Administrations (RTA)-April 21, 2015 CDO City
- Safety and Secure Entry and Exit for medical Responders in an Emergency Medical situation -conducted on April 21, 2015
- Basic Rope Rescue Training Conducted by Bureau of Fire Protection Conducted on April 16-17, 2015
- Safety and Security of Emergency Medical Responders involving Medico- Legal cases conducted on April 14, 2015 at 5th floor Victoria Suites, CDO.
- Brain Tumours for Nurses at Polymedic Medical Plaza, Kauswagan CDO on March 21,2015

PERSONAL DATA

Civil Status : Married

Date of Birth : October 20, 1984

References:

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