

**AL-NURZUIBA A. MASILLAM**

Ammar Bin Yaser Street, Al Qasimia, Sharjah U.A.E

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**POSITION DESIRED:**

Staff Midwife / Nurse Aide/ Healthcare Assistant/ Medical Orderly

**CAREER OBJECTIVES:**

To make contribution to the organization to the best of my ability and to develop new skills and share my knowledge while interacting with others and achieve new height.

**PERSONAL PROFILE:**

Name : **Al-Nurzuiba A. Masillam**  
Visa Type : Employment Visa (one month notice period)  
Passport Number : EB8513847  
Age : 30  
Date of Birth : July 19, 1988  
Place of Birth : Zamboanga City  
Religion : Islam  
Nationality : Filipino  
Height/Weight : 5'4" / 70kg  
Languages Spoken : Tagalog, English, Arabic  
Civil Status : Married  
Profession : Registered Midwife  
PRC License No. : 0161118  
MOH License No. : 14-M-N-0042615 (Kingdom of Saudi Arabia)

**SPECIAL SKILLS**

- Computer literate
- Solid communication skills both written and verbal
- Good Interpersonal skills
- Good Telephone Etiquette skills
- Can understand Arabic and speak English fluently
- Answer, screen and forward any incoming phone calls while providing basic information when needed.
- Perform other clerical receptionist duties such as filing, photocopying, collating, faxing etc.
- Can offer a warm & friendly greeting to visitors.
- Smart, presentable appearance.
- Self-motivated, proactive & hardworking.
- Ability to listen and anticipate.
- Good IT skills Word, Excel, Email and Internet.

## **WORK EXPERIENCE:**

### **Midwife / Nurse Aide**

Camp Navarro General Hospital  
Don Basilio Navarro Calarian, Zamboanga City, Philippines  
200 – Bed Capacity  
02 July 2012 – 08 July 2013

#### **Duties**

- Make sure all medical equipment is safe to use and properly maintained.
- Taking and monitoring vital signs accurately.
- Communicating effectively and sympathetically with mothers and relatives.
- Involved in the development of the maternity service.
- Documents actions by completing forms, reports, logs and records
- Ensured that patient's rooms are clean and well organized.
- Assisted in admitting, discharging and transferring of patients.
- Assisted in walking patients to bed and out of bed.

### **Staff Midwife / Nurse Aide**

Al Mouwasat Hospital  
Al-Madina Al-Munawara, Saudi Arabia  
06 Nov 2014 – 30 Nov 2016

#### **Duties**

- Taking the vital signs of a patient such as temperature, pulse rate, respiratory rate and blood pressure accurately.
- Measure and record food and liquid intake or urinary and fecal output, reporting changes to medical or nursing staff.
- Observe or examine patients to detect symptoms that may require medical attention, such as bruises, open wounds, or blood in urine.
- Lift or assist others to lift patients to move them on or off beds, examination tables or stretchers.
- Communicate with patients to ascertain feelings or need for assistance or social and emotional support.
- Assist nurses or physicians in the operation of medical equipment or provision of patient care.
- Apply clean dressings, slings, stockings, or support bandages, under direction of nurse or physician.
- Transport patients to treatment units, testing units, operating rooms, or other areas, using wheelchairs, stretchers, or moveable beds.
- Transport specimens, laboratory items, or pharmacy items, ensuring proper documentation and delivery to authorized personnel.
- Explain medical instructions to patients or family members.

## **Medical Orderly**

Thumbay Clinic Elite

Al-Rashideya – 1, Ajman – United Arab Emirates

10-May-2017 - Present

### **Duties**

- Ensure that patients are kept advised of wait times.
- Answer phones, register and verify appointments.
- Communicate with suitable staff about patient's arrival.
- Assisting the patients to the Doctors room.
- Observing, monitoring and recording patients' conditions by taking temperatures, pulse, respirations and weight.
- Communication with patients and relatives.
- Assisting with clinical duties.
- Personal care including infection prevention and control, food, personal hygiene and overall reassurance, comfort and safety.
- Promoting positive mental/physical/nutritional health with patients.
- Make sure all medical equipment is clean and safe to use and properly maintained.
- Maintaining the cleanliness/ disinfection of the unit.

## **EDUCATIONAL BACKGROUND:**

2010 – 2012	:	Diploma in Midwifery Leading to Bachelor of Science in Midwifery Brent Hospital and Colleges Incorporated R.T Lim Boulevard, Zamboanga City, Philippines
2005 – 2010	:	Bachelor of Science in Political Science Western Mindanao State University (WMSU) Normal Rd. Zamboanga City, Philippines
2001 – 2005	:	Mindanao State University Preparatory High School Bongao, Tawi-Tawi, Philippines
1995 – 2001	:	Pilar College R.T Lim Boulevard, Zamboanga City, Philippines