



gladesnuneza09@gmail.com



+971568678489



Dubai 25314



October 26, 1989



Philippine

EDUCATION

Diploma of Higher Education
Canduman National High School, Canduman, Mandaue
Cebu City, Philippine
March 2008

GLADES PORRAS NUNEZA

PROFESSIONAL SUMMARY

Ambitious individual with supervision experience seeks opportunity to develop practical clinical leadership abilities. Adaptable and proactive for responsive staff and patient support. Prioritises quality care to uphold service standards. Loyal employee with solid understanding of training and mentoring employees. Dedicated team player, proactive and hands-on in task completion. Passionate with experience in data accuracy and management. Independent problem-solver focused on customer service and product development. Works well under tight deadlines.

SKILLS

- Patient care management
- Room preparation
- Duty delegation
- Staff supervision
- Staff performance evaluations

WORK HISTORY

May 2023 - Current

Boba house coffee shop LLC. - PIC/ Personal in charge, Dubai

- Led staff to improve patient care through valuable coaching, teaching and mentoring.
- Documented and evaluated effectiveness of care plans and interventions.
- Handled annual appraisals for employees and facilitated personal development plans in compliance with mandatory training.

June 2022 - October 2022

F in Souk warsan, International City Dubai - Pastry assistant, Dubai

- Prepared fresh ingredients, storing and using in line with health and hygiene regulations.
- Applied icing and glazes to confections to achieve desired tastes and looks.
- Monitored ovens, setting time and temperature controls to achieve optimum baking results.

March 2019 - June 2022

Lebanese Family - Personal Caregiver, Lebanon

- Helped individuals manage daily activities of living due to age, illness or injury, or chronic condition.
- Changed bed linens, washed clothes and cleaned living quarters to maintain healthy personal environments.
- Maintained hygienic living environments through regular cleaning.