



RYAN A. MANANGAN

KITCHEN HELPER | NURSING ASST. | WAREHOUSE STAFF/STOREKEEPER | HSE

CAREER OBJECTIVE

Secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company.

Al Jafliya, Dubai

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PERSONAL INFORMATION:

VISA Status: Visit Visa (Mar. 16, 2023)

Date of Birth: June 25, 1981

Civil Status: Married

Citizenship: Filipino

Religion: Roman Catholic

Passport: P7817088B

LANGUAGES:

English

Tagalog

EDUCATION:

Bachelor of Science in Nursing Graduated in 2006

Southeast Asian College Incorporated
(Formerly known as United Doctors
Medical Center)
Quezon City, Philippines

BS Electrical Engineering (2000-2003)

University of Perpetual Help Rizal
Las Pinas City, Philippines

SUMMARY OF QUALIFICATION:

Had a total of over 5 years experience as Safety Associate/ Officer at Makati Development Corporation/ RV Rieta Gen. Contracting in the Philippines. With two years experience as Healthcare Assistant in the United Kingdom. Also worked part time as live out caregiver for six months and Kitchen helper for 8 months while in the UK. With over a year as Warehouse Staff/ Storekeeper experience in the Philippines. Considering myself as a conscientious person able to deal with any situation that may occur daily. Currently looking for a job that will utilize my knowledge and skills and at the same time gives me an opportunity to continue my growth for the future of my Family.

EMPLOYMENT HISTORY:

A. Safety Officer/ Associate RV Rieta General Construction

EVO City Project, Kawit, Cavite, Philippines
Oct. 2020 up to March 2021

Job Description:

1. Continuous inspection of the Project site to ensure of a hazard-free environment.
2. Assessing and approving subcontractors' safety plans
3. Carrying out drills and exercises on managing emergency situations.
4. Promoting safe practices on Site.
5. Monitoring of all safety related documents, reports and issues to keep them updated.
6. Reporting all incidents and violations to our EHS head.
7. Responding to workers safety related concerns

B. Safety Officer/ Associate Makati Development Corporation

Avida SERIN, Tagaytay and EVO City Project, Kawit, Cavite, Philippines
April 2016 up to June 2020

Job Description:

1. Implement the company's Environmental Health and Safety Policies and Procedures
2. Assist the EHS head and other safety officer in implementing safety policies on the site.
3. Monitoring and Report safety violation of workers on site.
4. Conducts roving inspection of workers/ equipment's on site.
5. Investigate and Report to EHS/safety officer's untoward incidents regarding safety policies.
6. Help manage risks and hazards in their area.
7. Conduct Safety Training for workers.
8. Keeping records of incidents and safety concerns.

C. Warehouse Staff/ Storekeeper New Acto Engineering

Wind Residence, Tagaytay City, Philippines
May 2014 up to July 2015

Job Description:

1. Ensuring cleanliness, tidiness and safety of work environment to allow mobility inside the warehouse.
2. Loading and unloading materials.
3. Accepting delivery of materials.
4. Counting and confirming inventory.
5. Inspecting inventory for damages and faults.
6. Communicating errors to relevant parties.
7. Marking and labeling stocks.
8. Maintaining incoming/outgoing logs of all materials.
9. Coordinate with the Vendors, Operations team, and other concerned departments for the efficient resolution of concerns and for the proper execution of the warehouse processes.
10. Make sure to follow FIFO (First in, First Out) system of stocking and delivering materials.
11. Issue inventories in a timely manner to authorized requestors to support the Operations activities.

D. Safety Officer/ Associate Makati Development Corporation

SEDA/ Newton Project, Laguna, Philippines
March 2013 up to Sept. 2013

Job Description:

1. Implement the company's Environmental Health and Safety Policies and Procedures.
2. Assist the EHS head and safety officer in implementing safety policies on the site.
3. Monitoring and Report safety violation of workers on site.
4. Conducts roving inspection of workers on site.
5. Report EHS/safety officer's untoward incidents regarding safety policies.

QUALITIES:

- Accountable for preventing hazardous situations and will take responsibility in any mistake that may occur.
- Disciplined. As a role model, I have to encourage the team members to express any hazardous issues that may arise.
- Complete understanding of the industry/ the projects handling
- Competent in carrying out individual tasks.
- Committed to honor moral/ ethical values and principles of the company.
- Excellent communication skills, time management and good client servicing skills.

SKILLS:

- Sound and up to date knowledge in the relevant packages e.g., Outlook, MS Word, MS Excel, MS Power Point, etc. and other basic computer programs
- Interpersonal skills - the ability to interact and communicate with people on all levels
- Knowledge in using Procore System

SEMINAR'S & TRAINING CERTIFICATES

- **Leadership and Management Seminar** with the theme "Making Conflict work for you", (March 9, 2005)
United Doctors Medical Center, Welcome Rotonda, Quezon City.
- **Cultural diversity: Its Effect on Nursing.**
(May 23, 2005)
United Doctors Medical Center, Welcome Rotonda, Quezon City.
- **Control of Substances Hazardous to Health (COSHH) General/Recycling and Hazardous Waste Training.**
(January 21, 2010)
Colten Care 40 Western Road Branksome Park Poole Dorset BH13 6EU United Kingdom.
- **Food Handlers Safety and Hygiene Training** (January 21, 2010)
Colten Care 40 Western Road Branksome Park Poole Dorset BH13 6EU United Kingdom.
- **Basic Occupational Safety and Health for Construction Site Safety Officers.**
February 3,10,17,24 – March 3, 2013, at Conference Room, MDC Avida Towers Alabang
Zapote Road Madrigal Business Park Alabang Muntinlupa City.

E. Kitchen Helper

Rockfish Seafood Restaurant

9 The Quay Poole BH15 1HJ, United Kingdom
(Part Time) March 2010 – July 2010

Job Description:

1. Assist with Food preparation in the kitchen.
2. Provide assistance in the kitchen operations such as cleaning and clearing the work area and stocking supplies.
3. Serve meals on tray services.
4. Refill water glasses and ice buckets.
5. Wash dishes, utensils and pots and kitchen equipments.

F. Kitchen Helper

Wongs Dragon

80 Oakdale Road Poole BH15 3LQ United Kingdom
(Part Time) Sept. 2010 – January 2011

Job Description:

1. Cleaning the Kitchen such as mopping and sweeping the floors.
2. Washing the dishes, utensils and pots.
3. Packing takeout orders for customers.
4. Refilling condiments or other supplies on the table.

G. Healthcare Assistant

Hillsdon Nursing Home

37 Springfield Road Poole Dorset BH14 0LG United Kingdom
January 2011 up to October 2011

Job Description:

1. To assist service users who need help with getting up in the morning, dressing, undressing, washing, bathing and toileting.
2. To help service user with mobility problems and other physical disabilities; including incontinence; help in use and care of aids and personal equipment.
3. To care for service users who are temporarily sick and needing, for example minor dressings, help with feeding.
4. To help in the promotion of mental and physical activity of service users through talking to them, taking them out, sharing with them in activities such reading, writing and recreations.
5. To make and change beds, tidy rooms, do light cleaning and empty commodes
6. To inspect, launder and mend service users clothing.
7. To set tables and trays, serve meals, feed service users who need help, prepare light meals and wash up, tidy and clear the dining room.
8. To answer emergency bells, the door and the telephone, greet visitors.
9. To read and write reports, take part in staff and service users meeting and in training activities as directed.
10. To always comply with the home guidelines and policies.
11. To report to a nurse or to the home manager any significant changes in the health or circumstances of a service user.

H. Healthcare Assistant

Colten Care Canford Chase Nursing and Residential Home

40 Western Road Branksome Park Poole Dorset BH13 6EU United Kingdom
January 2010 up to January 2011

Job Description:

1. Ensure the highest standard of holistic care and attention are given the residents in the home.
2. Act as a key worker for a designated number of residents within the care home environment.
3. Contribute to the care planning process accurately completing all necessary records.
4. Give a daily report to the person in charge at the end of each shift concerning the care delivered to your designated residents noting any changes.
5. Help support and develop new and less experienced health care assistant using the buddy system.
6. Maintain confidentiality of information regarding residents, visitors and staff.
7. Assist in serving meals to residents particularly those who require help with feeding.
8. Ensure all respect of the environment are clean and tidy, particularly resident rooms and en suite facilities.
9. Attend all statutory training sessions making certain that practices reflect the learning outcomes of the training. Attend any other training sessions that Colten Care deem applicable to the role.
10. Participate and encourage residents to participate in recreational activities and help provide physical and mental stimulation for residents.
11. Actively participate in staff meeting, communicating any concerns that have been raised whilst working with the residents or members of the team.
12. Take responsibility for specific aspects of the home e.g., infection control, manual handling training.

DECLARATION

I hereby declare that the above information is true to the best of my knowledge.

RYAN A. MANANGAN