

Patricia Anne Fabello

CONTACT

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PROFESSIONAL EXPERIENCE

Occupational Therapy Technician | January - December 2024

Southern Philippines Medical Center

- Front desk duties, Scheduling/decking of therapy sessions for patients
- Worked closely with patients and their families to identify problems and create realistic goals
- Collaborated with doctors and physical therapists to perform therapeutic programs
- Wrote client documentations of patients performance and improvements
- Established and initiated activities and physical/mental exercises suitable for patients

Administrative Assistant | August 2022 - December 2023

Level 3 PC Parts and Hardware

- Manage and prioritize day to day/week to week tasks and scheduling
 - Calendar management
 - Create documentations and reviews about PC products
 - Expense reports
 - Social Media Management
 - Schedule meetings, events and travels
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EDUCATION

Davao Doctors College | 2018-2022

Bachelor of Science in Occupational Therapy

Ateneo de Davao University | 2016-2018

Science, Technology, Engineering & Mathematics (STEM Strand)

Senior High School Diploma

CERTIFICATES, TRAININGS & WORKSHOPS

Data Privacy Awareness and Updates | 2024

Southern Philippines Medical Center

Psychological Service: Digital Wellness: Nurturing a Healthy Screen Time for your Kids | 2024

Southern Philippines Medical Center

Managing Social Media at Work | 2024

Southern Philippines Medical Center

Practical Assessments for the Critically Ill Patient | 2024

Southern Philippines Medical Center