



Name: **Carole B. Guavino**

Age: 28 years of age

Birth Date: March 15, 1995

Address: Pungo, Calumpit, Bulacan

Cellphone #: 09219352300

Email Add: caroleguavino50@gmail.com

### **EDUCATIONAL ATTAINMENT:**

- Bachelor of Science in Pharmacy (2011 – 2017)  
University of San Agustin  
General Luna Street, Iloilo City

### **TRAININGS:**

Community Pharmacy: Erin's Family Pharmacy  
Hospital Pharmacy: Iloilo Doctors Hospital  
Manufacturing Pharmacy: Herbanext Laboratories Inc.  
Major Internship: Super Value Pharmacy

Spanish Language Training in Hola Amigos (October 2021-January 2022)

### **ACHIEVEMENTS/LICENSES:**

- Licensed Pharmacist
- Top 1 BOM Analyst Implementer (November 2019)
- Opal Awardee BOM (Benefit Operations Management) Ramp (December)

### **SKILLS:**

- Excellent analytical skills.
- Excellent organizing skills to meet deadlines.
- Good conversation skills in English, & Tagalog.
- Excellent control on Microsoft software (e.g. Excel, Word, PPT. & etc...)
- Flexible and hardworking.

### **WORK HISTORY:**

#### **Spanish Bilingual Representative**

Nextgen Billing Insurance

Omega HealthCare Ortigas

April 12,2022-December 13,2022

#### **Clinical Intake Coordinator**

##### **Shearwater Health**

-Received a request for an order as therapy and transportation services from the nurse case manager for an injured worker.

-Healthcare Account

Milestone, BGC, Taguig City

April 2021-August 2021

#### **PHARMACY BENEFIT ANALYST**

June 2019 – January 2020

Company: OPTUM Global Solutions

Add: McKinley Hill Town Center Fort Bonifacio, Taguig City

#### *Job Description:*

- ✓ Analyze, create, plan & implement insurance plan.
- ✓ Test if claim is processing correctly.
- ✓ Multi task in more than one ticket at a time to meet deadlines.
- ✓ Responsible for validating, reviewing and analyzing clients' needs for their insurance
- ✓ Creating different plans per clients request by coding in our system

#### **Customer Service Representative**

Travel Account

January 2016-May 2016

Just fly/ Flight hub

TP Meralco Ortigas Extension Philippines

-handles customers inquiry about their travel flights

-process cancellation, confirmation and void of tickets

### **REFERENCES:**

#### **Christian Taladtad**

Trainer/Coach in Optum Global Sol'n

Contact #: 09553078831

#### **Randell Nagrampa Lacson**

Trainer/Coach in Optum Global Sol'n

Contact #: +63 915 778 1113

#### **Lyxen Dela Puerta Rph**

Colleague/Pharmacist

Contact# 09501659698

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