MARTE T. BELISARIO

GENERAL MANAGER | HEALTHCARE & MEDICAL PRODUCTS | CUSTOMER SERVICE

Lipa City, Batangas, Philippines | 0977 847 7733 | 043 741 8698 | belisariomarte@gmail.com

PROFESSIONAL SUMMARY

Business and healthcare professional with 20+ years of combined experience in general management, healthcare services, medical products, customer service, staff supervision, quality control, and machine operations. Experienced in managing business operations, developing marketing strategies, training and motivating staff, controlling operating costs, and maintaining strong client relationships. Registered midwife with caregiving training and naturopathy practitioner and work experience in abroad. Adaptable, organized, service-oriented, and comfortable working with multicultural teams.

CORE COMPETENCIES

Business Operations & Administration • Staff Supervision & Training • Customer Service • Healthcare Support • Medical Products & Therapy Services • Marketing Strategy • Quality Control • Problem Solving • Time Management • Communication & Interpersonal Skills • Multicultural Work Environments • Microsoft Office

PROFESSIONAL EXPERIENCE

General Manager / Owner | SYAH WELLNESS

Lipa City, Batangas, Philippines | Nov. 2015 – Present

- Coordinate day-to-day business operations and administrative activities.
- Supervise, motivate, and support staff to maintain efficient service delivery.
- Monitor operating costs and contribute to sound business decisions.
- Maintain high standards of customer service and client satisfaction.
- Implement overall business functions, policies, and operational procedures.
- Manage trading of medical products and delivery of therapy and wellness services.

Manager | South Luzon Nuga Enterprise (Nuga Best)

Lipa City, Batangas, Philippines | Sept. 2005 – Oct. 2015

- Conducted initial interviews and assisted with recruitment and selection.
- Hired, trained, and supervised staff and supported employee development.
- Facilitated staff meetings and communicated operational priorities.
- Developed and implemented marketing strategies to support business growth.
- Prepared attendance reports and performed human-resource-related duties.

Final Quality Control Officer | Coretronics

Hsinchu Science Park, Hsinchu, Taiwan | June 2002 – June 2005

- Performed final quality-control measurements and verified integrated-circuit specifications.
- Supported quality standards by identifying measurement discrepancies and maintaining accuracy.
- Worked effectively in a high-precision, technology-driven manufacturing environment.

Private Duty Midwife / Caregiver | Home-Based Private Practice

Manila, Philippines | Nov. 2001 – May 2002

- Monitored vital signs and general health status of patients.
- Maintained patient cleanliness, comfort, and a safe care environment.
- Recorded daily vital signs and maintained patient records.
- Administered basic medication as directed and communicated relevant observations to attending physicians.

Computer Machine Operator | Sitron Precision Company
Taiwan | July 1997 – June 2000

- Set up and operated production machinery according to required procedures.
- Troubleshot machine issues and supported consistent equipment performance.
- Monitored production processes to help ensure product quality and timely output.

Midwife / Caregiver | Care Link Health Services
Quezon City, Philippines | Apr. 1996 – June 1997

- Provided basic patient care and maintained cleanliness and comfort.
- Monitored and recorded vital signs and general health status.
- Administered basic medication as directed and maintained daily records.
- Communicated patient information and observations to attending medical professionals.

EDUCATION & TRAINING

Midwifery — Dr. Carlos S. Lanting College (1994 – 1996)
B.S. Nursing — Undergraduate Studies — Dr. Carlos S. Lanting College (2001)
Caregiving — National Certificate II (TESDA) — TESDA (2012)
Naturopathy Advanced Skills Specialization (NASS) – (2026)
Secondary Education — Cagayan State University (1988 – 1993)
Primary Education — Bangan Elementary School (1982 – 1988)

PROFESSIONAL TRAINING & SEMINARS

- Family Planning — Dr. Carlos S. Lanting College
- Standard First Aid Training — Dr. Carlos S. Lanting College
- Emergency Obstetrics — Intensive Discussion, Dr. Carlos S. Lanting College
- Basic Life Support (CPR Training for Healthcare Providers) — Dr. Carlos S. Lanting College
- Unleashing Reforms in Government, Business and Society — Local Government Unit
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TECHNICAL & PROFESSIONAL SKILLS

- Microsoft Office: Word, Excel, PowerPoint, Outlook and Internet/Browser tools
- Customer service, communication, active listening, and relationship management
- Staff supervision, training, recruitment support, and meeting facilitation
- Business administration, operational coordination, and cost monitoring
- Marketing support, problem solving, decision making, and time management
- Quality control and precision-oriented manufacturing operations
- Multicultural communication and teamwork