



Anne Lien Galsim

With over six years of my working experience, I can consider myself as a highly motivated person and open to new learnings and skills. I excel in multi-tasking and consistently meet deadlines through effective personnel supervision. As a proactive and efficient person, I have cultivated exceptional communication skills and thrive in fast-paced environments, ensuring goals are achieved effectively. My collaborative nature, strong team-building competencies, and relationship management skills make me a supportive team player, poised to drive success within any organization. Proven ability to work collaboratively in team environments while maintaining high level of organisation and attention to detail. Eager to contribute enthusiasm and commitment to achieving organisational goals.

CONTACT

Abu Dhabi, United Arab Emirates

+971545932265

alfgalsim.ect@gmail.com

SKILLS

- Interpersonal Communications
- Basic AutoCad
- MS Office Proficiency
- Can work under a little of Supervision
- Can do multitasking
- Can work under pressure

LANGUAGES

English: B2
Upper Intermediate

CERTIFICATIONS

Cisco Certified Network Associate Preparatory Course
Syscoms: Information Technology Institute
Abu Dhabi, UAE

REFERENCES

Maricel B. Candelaria
Dental Coder Cum Pre-Approval Officer -
+971504757025
Western Medical Center
Maria Yoo
Dental Coder Cum

EXPERIENCE

Dental Coder Cum Pre-Approval Officer
Western Medical Center - Abu Dhabi, UAE

- Verifying CPT and ICD, sending of pre-approval for Dental, sending query to physician regarding wrong coding.
- Monitoring and follow-up on prior authorization for patient services.
- Making sure that codes are assigned correctly
- Complying with dental coding guidelines and policies
- Receiving and reviewing patients' charts and documents for verification and accuracy

Quality Assurance Engineer

Magnetica Electronics Inc. - Cavite, Philippines

- Ensured adherence to company standards by implementing robust quality control measures, guaranteeing product reliability and performance to exceed customer expectations
- Expertly managed and responded to 8D reports for customer claims, driving continuous improvement and resolution.
- Conducted internal audits for ISO 9001:2015, reinforcing compliance and enhancing organizational quality systems.
- Collaborated with production team members to help the team produce high quality, cutting-edge products.
- Conducted thorough quality assessments to determine if products met company's high-quality standards.
- Collaborated with development teams to review code and provide feedback for quality enhancement.
- Streamlined testing processes through the introduction of new technologies and methodologies.

Process Engineer

Harada Automotive Antenna Inc. - Cavite, Philippines

Pre-Approval Officer -
+971501692082
Western Medical Center

- 04/2018 - 07/2021
- Spearheaded New Product Development, driving innovation and efficiency through the design, implementation, and testing of cutting-edge procedures.
 - Enhanced productivity and operational excellence by evaluating processes and equipment for environmental and safety compliance.
 - Conducted comprehensive tests and meticulously monitored process performance throughout production cycles.
 - Leveraged Root Cause Analysis and FMEA methodologies to identify issues and implement effective preventive actions and countermeasures.
 - Successfully completed IATF Audits, ensuring adherence to industry standards and best practices.
 - Developed and executed validation protocols for new equipment, guaranteeing compliance with industry standards.
 - Coordinated cross-functional teams to troubleshoot critical process issues, minimising downtime by 30%.

Data Analyst

Accenture Inc. - Quezon City, Philippines

- 11/2016 - 04/2018
- Expertly collected and analyzed data from diverse sources to drive actionable insights
 - Developed and maintained dynamic data models, dashboards, and reports to enhance business decision-making.
 - Collaborated with cross-functional teams to identify key business needs and deliver tailored analytical solutions

EDUCATION

2016

Diploma of Higher Education Electronics and Communication Engineering

Lyceum of the Philippines University - Cavite, Philippines

- Bachelor of Science in Electronics and Communication Engineering Graduate.
- Member of the Institute of Electronics Engineers of the Philippines
- Electronics Technician Board Exam Passer