**SUMMARY OF QUALIFICATION:**

I am a highly talented, results-oriented individual with a good record of accomplishments, I work as a Monitoring and Evaluation Supervisor for zone one which covers Military Hospitals the South, East and Center Region. As and M&E Supervisor, I ensure the documentation of quality data. I also ensure that this data is captured in the different database ensuring quality. I eventually work on weekly performance reports as well as monthly and quarterly reports which are used for evidence-based decision making. As a trained Public Health Epidemiologist, I possess a mastery in Data Management software such as; Excel, Epi Info, SPSS, DAMA. I also have good knowledge on the use of Google form, Google DOC as well as google Map and the reporting software DC2 and DATIM. I possess excellent typing skills, good in web browsing. I am resourceful, flexible, fast learner, teamwork oriented as well as a critical thinker. Expertise in;

* Data Management
* Project Management
* Civic Leadership

**PROFESSIONAL EXPERIENCE:**

# October 2021 – September 2023

**M&E Supervisor,**

**METABIOTA Cameroon zone1**

* Organizing and ensuring successful implementation of facility-based testing services, including advanced testing point services, index case testing, linkage to care, retention to treatment, viral load (VL) sample collection, and successful tracing of missing patients before they become lost-to-follow-up.
* Liaise with all relevant stakeholders to ensure timely communication at the facility level, for successful tracing of missing patients, support to family, partner notification and testing, as well as linkage and retention to care through defined strategies.
* Participate actively in program planning process and quality management.
* Routine data collection, processing, and reporting into the appropriate databases.
* Provide and mentor PSW on the correct use of data management tools (registers, patient files and databases) and reports at the clinical level.
* Conduct programmatic M&E onsite capacity building and supportive supervisions.
* Conduct weekly and monthly active data collection and verification; submit that information using appropriate tools (Registers, patient files, databases, report templates).
* Collaboration with other project team members at the site level to ensure successfulcontribution to the global implementation of the project activities
* Oversee data collection, entry, analysis, and reporting of project activities in Zone 1 one (Center, East and South Regions)
* Ensure that data for HIV testing, treatment and Viral load are well documented in their different source registers. Additionally, ensure that this data is well captured into the different electronic databases that EXCEL and DAMA.
* Coordinate timely data preparation, entry, validation and submission into Excel and DAMA.

# May 2020 – October 2021

**QI/M&E officer the Regional Hospital Bafoussam**

**A**s a QI/M&E officer for the Regional Hospital, I served as the side data lead where I carried out the following activities;

* Oversee data collection, entry, analysis and reporting of project activities in Hopital Regional Bafoussam
* Oversee Case Identification at facility entry points as well as through Index case testing, followed by adequate documentation and reporting on a daily, weekly, and monthly basis.
* Ensure that All positive HIV patient on treatment benefit from Index case testing as well as ensure that all contacts Elicited are notified as well as tested.
* Coordinate timely data preparation, entry, validation and submission into Excel and DAMA.
* Lead in the conduction of monthly DQA, Participate in Regional DQA, GSM activities to promote data quality improvement at Regional Bafoussam and during CDC routine visits
* Provide M&E support to the site.
* Ensure that data is Effectively captured in the DAMA software by the Data clerks at Bafoussam Regional Hospital.
* Ensure timely validation of data and its use in the preparation and submission of required reports.
* Organize training on M&E activities as needed to improve on data quality at Bafoussam Regional Hospital.
* Analyze M&E data regularly and provide useful findings to the technical and clinical teams of Bafoussam Regional Hospital for use in program improvement
* Share best and promising practices as seen in data during regional meetings
* Represent Bafoussam Regional Hospital at the project M&E weekly and monthly meetings
* Prepare and submit Daily, Weekly and Monthly M&E progress reports of Bafoussam Regional Hospital to the Management.
* Participate and provide data needed for side CQI project. (Plotting of CQI charts).
* Participate in site Retention/Viral Load/ Case Identification and EAC review meetings.
* Carry Daily and weekly quality checks of site Data.
* Daily, weekly and Monthly Triangulation of site patient Data between, files, VINDATA, DAMA and TARV registers.
* Monthly Data Validation with MOH staff.

**NURSE –CONSULTANT (Centre Medical Marie Elizabeth, Yaoundé – Cameroon)**

# Feb. 2018 – April. 2020

I worked as a nurse consultant at Centre Medical Marie Elizabeth Yaoundé-Cameroon, where I carried out the following activities;

* General patient consultation
* Data Management.
* Bedside nursing and drug dispensation
* Health talks and monthly report writing using the health information system data base
* Dispensation and tracking of patients on ARVs
* **I Lead community Vaccination campaign teams.**

# NURSE EDUCATOR (January-May 2019)

* Worked as a nurse Educator at IUSTY in Yaoundé where I taught the following courses: - General public health - Psychiatric nursing
* Anatomy and physiology

# INTERN Regional Delegation of public health Bamenda (2 months 2017)

* Collection and validation of data from different health Centers,
* Analysis of the data and transmission to the regional level for informed decision making,
* Supervision of different health Centers for quality control and training of community workers CMOs on the use of data collection tools.
* Data collection from the different health Districts, Validation of this Data, analysis and transmission to the hierarchy for adequate decision making.
* Infectious disease surveillance.
* Participated and assisted in the routine training of the different head of district services as well as data validation seminars.

# DATA MANAGEMENT SKILLS

* Operating system: WINDOWS
* Software: MS Word, Excel, power point, Publisher, DHIS, Drop box, Outlook, Microsoft Access, Share Point, DAMA, DATIM, Epi Infos, SPSS
* Good at Internet research and social media management, as well as the use of google Docs. -

# LANGUAGES

* English: Fluent
* French: good
* Pidgin/Brocken English: fluent
* Kom language: fluent

# EDUCATION

|  |  |  |
| --- | --- | --- |
| Duration | Institution | Certificate Obtained |
| Oct 2015- Jan 2018 | Catholic University of Central  Africa, Yaoundé-Cameroon | Professional Master of Science  Degree in Public Health Epidemiology |
| Oct 2014- Sep 2015 | Catholic University of Central  Africa, Yaoundé-Cameroon | Bachelor of Science Degree in  Nursing |
| Sep 2011- Jun 2014 | St Louis University Institute of  Health and Biomedical Science | Higher Professional Diploma in  Nursing (HPD) |
| Sept 2009- Jun 2011 | Baptist High school Mankon  Bamenda | Cameroon General Certificate of  Education, Advanced level |
| Sept 2004- Jun 2009 | Baptist High school Mankon  Bamenda | Cameroon General Certificate of  Education, Ordinary level |

**PROFESSIONAL TRAINING**

* Project Management in Global Health (University of Washington DC)
* Training on civic leadership with the Young African Leaders Initiative (YALI) at the Regional leadership training Center Accra-Ghana (online and Onsight). October- November 2018
* Training on the 21 irrefutable laws of leadership with John Maxwell team 2017. Training on logistics and supply chain management by UNFPA team July 2017.

# CONFERENCES FACILITATED

* Seminar on Mind Builders January 2019.
* Summit on Think Big Africa April 2019.
* Seminar on leaving a legacy as a woman April 2019
* Career development with the Tayong Leadership Development Institute Yaoundé (TCLD). Aug 2019

# RESEARCH WORKS DONE

* Factors influencing the recurrence of urinary tract infections in women (Nursing Thesis)
* Impact of mutual health organizations on the use of maternal Health care services. (Master’s Thesis)

# INTERESTS

Motivational talking, Reading,Hair dressing, serving, philanthropy

**JOURNAL ARTICLE**

* Ndim, Fortune & Abodo, Okalla & Therese, Raphael & Claude Nkfusai, Ngwayu & Nsoh, Marius & Epie, Terrence & Bede, Fala & Cumber, Samuel. (2019). Proportion of Mothers Enrolled into Mutual Health Organizations and its Influence on the Effective Use of Maternal Healthcare Services in the Kumbo East and West Health Districts of the North West Region of Cameroon. Journal of Gynecology and Womens Health. 16. 10.19080/JGWH.2019.16.555940.

**REFERENCES (Professional)**

**Dr Kum Walters: Project Manager HIV FREE west region: kumwalters@doctor.com .Tel 675414175. - Dr Kamanyi Arnold: Project site Doctor Regional Hospital Bafoussam: arnoldkamanyi086@gmail.com . Tel 677712122.**

* **Idris Fotso: SI/QI Specialist George Town University Center Yaounde : fotso\_idriss@yahoo.fr. Tel 695558016.**
* **Mr Yisa Philemon (CEO Centre Medical Marie Elizabeth AKA the American Clinic Mendong**  **Yaoundé). mbeunyisa@gmail.com +237674586032.**