

PADUA FIONA MURENZI

Date of Birth: 26th January 1986
Nationality: Rwandan
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Present employer: King Faisal Hospital, Rwanda
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CAREER OBJECTIVES

I am an organized and self-driven health professional with more than 10 years of experience in the health sector industry seeking an opportunity where I can further apply my professional experience and knowledge to drive positive change in my community and the world at large.

AREAS OF FOCUS/STRENGTHS:

- Over 10 years working experience in the healthcare industry and pharmaceutical industry in particular
- Possess strong interpersonal, leadership and communication skills,
- Strong decision making and supervisory skills from years of serving in a managerial position
- Excellent networking abilities with stakeholders and clients from years with working with different stakeholders

EDUCATION AND TRAININGS

2017-2018 Oklahoma Christian University Oklahoma, USA

- Master of Business Administration (MBA) in Health care Management
- Graduated with a SUMA CUM LAUDE

2006-2009 University of the Western Cape, School of Pharmacy Cape Town, South Africa

- Bachelor of Pharmacy (B Pharm): Area of Focus; Pharmacology, Pharmaceuticals, Pharmacy Practice and Pharmacy Laws
- Graduated on the Dean's Merit List for Academic Excellence

2003-2004 Nabisunsa Girls High School Kampala, Uganda

- A Level Certificate

PROFESSIONAL SKILLS AND CAPABILITIES

- I. **Areas of expertise;** Pharmacy, Business Administration, Procurement, Quality Improvement Audit Procurement,
- II. **Short Professional Trainings and Courses**
 - Certificate of Completion In Pharmaco-vigilance training of Trainers – Karolinska Institutet in Association with the University of Rwanda
 - Certificate of Merit for Trainers of Trainers in Drugs and Therapeutics - Ministry of Health, Rwanda
 - Certificate of Merit for training in Continuous Quality Improvement and Strategic Problem Solving
 - Certificate of Merit for Trainers of Trainers in Strategic Problem Solving –Human Resource for Health
 - E-Learning Course on Management in Health (Cohort 1) FY16 – World Bank
 - US abortion and FP requirements course- Global Health eLearning Center/ USAID
 - HIV/AIDS Legal and Policy Requirements- Global Health eLearning Center/ USAID
- III. **Computer skills**
 - Microsoft office 2003, 2007 and 2010 program (Ms word, Ms Excel, Ms Power Point, Ms Outlook
 - Pharmacy software: e-LMIS for pharmaceutical management

WORK EXPERIENCE

Professional Experience

June 2021 till present: Rwanda Foods and Drugs Authority

Position: Good Manufacturing Practice and Good Laboratory Practice Analyst

- Overall co-ordination of GMP inspection for premises used for the manufacture of pharmaceuticals; and Good distribution practice inspections for wholesale and retail pharmacies.
- Evaluation of GMP applications for manufacturing premises of pharmaceutical products
- Co-ordinate the development of guidelines, manuals, standard operating procedures (SOPs) and other quality management system documents for the division
- Implementation of the institution strategic and business plans to ensure achievement of the set performance targets

- Carry out GMP audits and provision of audit reports
- Maintenance of the GMP inspected premises register

March 2021-May 2021: USAID- Global Health Supply Chain/PSM under Chemonics

(Left Position following Government of Rwanda appointment to join Rwanda Foods and Drugs Authority)

Position: Strategic Advisor to Rwanda Medical Supply

- Assisted the CEO to develop strategic interventions and advise the board of directors on the long-term sustainability of RMS Ltd operations.
- Provided technical assistance during the restructuring of RMS Ltd.
- Provided technical support and policy advices to the CEO of RMS Ltd
- Provided guidance in the elaboration of the RMS strategic plan, identified other strategies, and budget execution.
- To advise on the best management practices to be applied at the institution
- Reviewed the technical and administrative reports from RMS Ltd departments and created a clear system of reporting, Monitoring and Evaluation for the organization.
- Provide guidance on analysis of reports from departments to see if they are done in accordance with the targets fixed at the beginning of each fiscal year.
- I was in charge of guiding and advising the CEO on the regular monitoring, evaluation and benchmarking of the budget and Annual Operational plan based on the identified departmental indicators.
- Supported the RMS-CEO Office in building partnerships with donors such as USAID in mobilizing resources.

2011 to February 2021: King Faisal Hospital

Positions: Pharmacist/ deputy-chief pharmacist/ Chief pharmacist /Director of Pharmacy

- Provided guidance on Good pharmaceutical practices in the hospital
- Monitored the Quality improvement practices and audits with regards to pharmaceuticals across the hospital
- Identified, created and reviewed necessary hospital guidelines, policies and procedures regarding pharmaceutical practices and medicines management .
- Carried out Drug utilization reviews

- Participate in strengthening of the hospital procurement processes by being a member of the Hospital Tender Board
- Promote evidence-based use of medicines and implementation of national guidelines
- Chairperson of the hospital pharmaco-vigilance committee aimed at maintaining a system of reporting, and analysis of medicine incidents.
- Manage the pharmacy budget through the proper forecasting of needs and their prioritization
- Responsible for monitoring and reviewing drug administration clinical audits across the hospital
- Responsible for Planning and Compilation of the annual operational plan of the pharmacy
- Responsible for compiling the training needs of pharmacy staff, monitor the training outcomes and analyze the completeness of the yearly capacity building plan
- Carry out staff appraisals and identification of staff capacity development needs
- Identification of staffing needs for the department and make a business analysis supporting recruitment or maintenance of staff
- Reviewing and analysis of pharmacy performance reports to ensure our performance is inline in with our annual strategic targets
- Plan, quantify and procure government program pharmaceuticals (HIV, TB and Vaccines) through the ELMIS
- Taking part in the daily clinical rounds with the doctors

2012 to 2019: King Faisal Hospital

Chief Pharmacist

- Oversee the management of medicine in the hospital
- Plan, quantify and procure Pharmaceuticals needed for running of the hospital
- Drive the medicines management committee and ensure organizational administrative support
- Promote evidence-based use of medicines and implementation of national guidelines through attendance of multi-disciplinary patient ward rounds
- Staff Scheduling by shifts and work assignment within the pharmacy department
- Deal with the day to day working issues of the department
- Organize and conduct meetings with internal staff

2011 to 2012: King Faisal Hospital

Deputy Chief- Pharmacist

- Supervise day to day operations of the pharmacy
- Raise requests for needed stock-out medicinal products for the pharmacy
- In charge of compiling the pharmacy stores consumption report
- Planning of the quarterly stock taking process

Sep 2010 to 2011: King Faisal Hospital

Rwanda

Pharmacist

- Proper evaluation and dispensing of prescriptions
- Providing information on correct usage of medications as well as their possible side effects.
- Compounding of extemporaneous compounds.
- Dispensing over the counter medications
- Issuing and control of restricted medicinal product

Jan 2010 to Aug 2011: Netcare Blaauwberg Hospital

South Africa

Pharmacist Intern

- Dispensing medicines under supervision of a registered pharmacist.
- Compounding of extemporaneous medication
- Participating in the stock counting process

2007-2009: University of the Western Cape, School of Pharmacy

South Africa

Teaching Assistant

- Explaining the principles of pharmacology
- Setting up and supervising weekly tutorials
- Grading the tutorial

LANGUAGE PROFICIENCY

	COMPETENCY LEVELS		
LANGUAGE	SPEAK	READ	WRITE
ENGLISH	FLUENT	FLUENT	FLUENT
KINYARWANDA	FLUENT	FLUENT	FLUENT
FRENCH	GOOD WORKING KNOWLEDGE	GOOD WORKING KNOWLEDGE	GOOD WORKING KNOWLEDGE
SWAHILI	FLUENT	FLUENT	FLUENT

Other Professional Engagements

- Registered with the Rwanda Pharmacy Council.
- Member of the Golden Key Honorary Society