

8478-00200, Nairobi
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KEY COMPETENCES

- Over 5 years in ISO/IEC 17025, ISO15189, GMP training, implementation and Internal Auditing
- Over 10 years' experience in Laboratory management
- Excellent skills and experience in Equipment management and validation.
- Ability to develop organizations, departmental and staff KPIs
- Experience in conducting staff reviews and appraisal
- Ability to develop and sustain a functional engaged team
- Excellent financial reviews and budget preparation
- Ability to develop organizations strategic plan
- Demonstrated ability to coordinate and manage different departments within an organization
- Excellent skills and experience in laboratory quality control and quality assurance management.
- Vast knowledge in implementation of ISO Standards and document development
- Ability to offer technical, QA/QC and General staff trainings for capacity building as well as carry out internal and external audits for ISO adherence
- A team player with excellent leadership, communication and influence skills.
- Vast experience in laboratory kits and equipment validation.
- Capability to develop, implement and review organizations QMS, SOPs as well as policies for continuous improvement.

- Fluent in English and Swahili, both written and spoken.

EXPERIENCE

General Manager | Analabs Ltd.

May 2017 – Date

Job Responsibilities:

- Internal auditing based on ISO/IEC 17025
- Implementation and maintenance of ISO/IEC 17025
- Implementation of GMP practices in relation to quality control Laboratory.
- Implementation of equipment DQ, IQ, OQ and PQ in both microbiology and pharmaceutical Chemistry Laboratory
- Development of SOPs and method validation/verification in both Microbiology and Pharmaceutical Chemistry Lab
- Responsible for managing the day to day performance and operations of the laboratory delivering a cost effective, process efficient and timely output in support of clients while adhering to quality standards.
- Developing, monitoring and evaluating the mechanism for ensuring the implementation of the company's strategic plan and achievement of laboratory's performances targets in terms of profitability, cost management and revenue generation.
- Evaluates, develops and implements laboratory process and system improvement initiatives to include industry best practices.
- Responsible for the development and monitoring the performance of the laboratory personnel by providing leadership towards achieving team goals and financial targets.
- Responsible for developing effective, professional work relationship, integration and utilization of the laboratory team with the sales team.

- Manages the planning and scheduling of the laboratory operations and output through staff and equipment utilization and operational excellence for quality output.
- Manage laboratory productivity and performance achieving operating expense budget targets and other KPI's as assigned.
- Conducts one-on-one review with all staff to build more effective communications to understand the training and development needs.
- Responsible for preparation and distribution of consolidated monthly and weekly reporting process for management, financial reporting and any other company communications processes as required.
- Ensure compliance with safety initiatives and enforcement, calibration program, internal quality audits, preventative maintenance, KPI metrics, purchasing and any other projects.
- Developing and facilitating capacity building of staff to achieve optimal performance and motivational levels.
- Determining and coordinating the reporting and communication requirements and review the financial and operational reports.
- Identifying, implementing and benchmarking for best practices and standards in business management.
- Responsible for developing, maintaining and updating strategy plans with senior management.
- Manage the implementation of multi laboratory operations guidelines, procedures, policies, rules, and regulations, and monitors compliance.
- Researching and analysing new business opportunities and managing the development of these opportunities with stakeholders while keeping abreast with the market trends.
- Managing key external stakeholders and business relationships that relate to company's strategy and growth.
- Development, review and implementation of the organizations policies

- Coordinating HR issues and acting as the bridge between group HR and the organizations staff.

Laboratory Manager/ QA specialist | Columbia Africa Health Care Nairobi.

10st Oct 2016 – 30th April 2017

Job Responsibilities:

- Establishing and observing adherence of standard operating procedures.
- Implementation of new laboratory set up
- Establishing new Laboratory QMS system
- Recruiting and training Laboratory staff
- Quality control management.
- Organizing QC and technical training for staff and follow up to deem competent.
- Implementation of ISO 15189-2012 for Laboratory accreditation.
- Preparing and submitting timely Laboratory management, QC/QA and technical reports.
- Selecting vendors, procurement and stock/commodity control
- Carrying out internal QC/QA and technical audits to ensure adherence to standards.
- Senior Management meeting attendance and contribution
- Customer complaint review and action
- Coordinating and chairing departmental and interdepartmental meeting
- Staff, service provider and suppliers reviews and appraisals
- Strategic planning and business development
- Performing routine and specialized tests

Laboratory Quality Control Manager | Pathologists Lancet Kenya-Nairobi.

1st Oct 2014 – 27th Sept 2016

Job Responsibilities:

- Establishing and observing adherence of standard operating procedures.
- Quality control management.
- Organizing QC and technical training for staff and follow up to deem competent.
- Implementation of ISO 15189-2012 for Laboratory accreditation.
- Preparing and submitting timely QC/QA and laboratory reports.
- Carrying out internal/external QC/QA and technical audits to ensure adherence to standards.
- Performing routine and specialized tests
- Conducting QA staff appraisals
- Motivating and counselling staffs
- Implementing and ensuring adherence to organizational policies and rules.

Laboratory Manager | Pathologists Lancet Kenya-Kisumu

1st Nov 2010 – 30th Sept 2014

Job Responsibilities:

- Implementation of ISO/IEC 17025-2005
- Establishing and observing adherence of standard operating procedures.
- Quality control management
- Performing routine and special laboratory procedures
- Marketing the facility
- Laboratory stock control and management
- Organizing and participation in continuous medical health talks

- Organizing and chairing of meetings
- Compiling and issuing of Laboratory reports
- Supervision of laboratory staff
- Development and setting staff KPIs
- Coordinating HR matters at the branch level
- Implementing organizational rules and policies at the branch level, as well as monitoring to ensure adherence
- Counselling and motivating staffs

Intern/Laboratory Technologist/Laboratory Manager | Acacia Medical Center

17th Dec 2007 – 30th Oct 2010

Job Responsibilities:

- Quality control management
- Performing routine and special laboratory procedures
- Laboratory budget control
- Laboratory stock control and management
- Establishing of Standard Operating Procedures (SOPs) for laboratory related services
- Counseling and screening of clients e.g. HIV, Venereal diseases and TB
- Organizing and participation in community health talks
- Supervision of laboratory staff

Volunteer – **Kenya Red Cross Society, Kisumu Branch**

March 2006 – March 2009

Job Responsibilities:

Community Health Education and promotion to the communities during Cholera and HIV/AIDS campaigns e.g. through peer education and theatre performance

Disaster response including recovery and rehabilitation

Community trainings including hygiene promotion through distribution of water storage containers and water purifiers

EDUCATION AND TRAINING
Academic

Mount Kenya University

2011-2014,

Bachelor's Degree in Medical Laboratory Sciences

- **Key course modules:** Parasitology, Biochemistry, Immunology, pharmacognosy, pharmacology, Hematology, Molecular biology, medical Microbiology, Laboratory practice and management, cytology/Histopathology and biostatistics.
- **Research Title:** Asymptomatic Bacteriuria in pregnant women.

Gusii Institute of Science and Technology

2006-2009,

Diploma in Medical Laboratory Science

- ✓ **Key course modules:** hematology, microbiology, blood transfusion, biochemistry, histology, immunology, parasitology, laboratory practice.

Professional

June 27th , 2019

Maxwell Leadership Game, by Value Connect (**the John Maxwell Team**)

November 2018 to April 2019

The **Communication Advantage** Program, by **Franklin Covey**

21st to 23rd March, 2018

The **7 habits of Highly Effective People**, by **Franklin Covey**

28th to 30th August, 2018

Internal Audit Course based on **ISO/IEC 17025:2017**, by Kenya

Accreditation Services(**KENAS**)

28th February to 2nd march, 2018

ISO/IEC 17025:2017 implementation course, by Kenya Accreditation Services(**KENAS**)

June 2nd , 2017

HACCP Auditing Awareness Training, by Bureau Veritas

2014, one day training by Pfizer

Exceptional service delivery.

May 2nd to 5th 2013

Ministry of Public Health and sanitation

Malaria case management training for implementation workshop, Kisumu.

October 27th to 31st 2012

Pathologists Lancet South Africa, Monica De Wet

ISO 15189 application training, Nairobi.

August 16th to 21st 2010

The Kenya Polytechnic University College

Laboratory Biosafety, GCLP and Quality Assurance course.

April 4th to 15th 2011

Kenya Medical Research Institute/WRP

Microscopist training-malaria microscopy course

May to August 2006

Lake Institute of tropical Medicine

Certificate of Psychological Counseling course

ACHIEVEMENTS

- ✓ Successful implementation of ISO/IEC 17025:2017-New Standard at Analabs Ltd Leading to successful transition.
- ✓ Successful expansion of Analabs accreditation scope, by adding 27 new tests to the scope within a year.
- ✓ Successful implementation of a good internal audit system at Analabs, moving external Audit Non Conformances from 29 to 3 for the last three consecutive years
- ✓ Successful implementation of Analabs Strategy leading to 30% growth in Revenue.
- ✓ Successful restructuring and development of Analabs strategic plan
- ✓ Successful implementation of 5s approach at Analabs leading to operational effectiveness
- ✓ Successful development of first ever Analabs' and staff KPIs
- ✓ Successful setting up of KPIs on HR system, setting up staff appraisal system and conducting the first ever system based staff appraisal at Analabs
- ✓ Was able to have one on one with demotivated staff at Analabs and realigned the staffs to the organizations goals and mission leading to successful development of an engaged team and improved productivity

- ✓ successful implementation of ISO 15189 standards leading to KENAS accreditation of pathologists Lancet Kenya-Eastleigh Nairobi Branch, 2015
- ✓ Successful auditing and implementing the ISO 15189 standards in pathologists Lancet Kenya Thika and Kisumu laboratories for KENAS accreditation.
- ✓ Successful implementation of ISO/IEC 17025-2005 and ISO 15189 standards leading to SANAS accreditation for Pathologists Lancet Main Laboratory – Nairobi.
- ✓ MDs award for the QA/Technical staff of the year, pathologists Lancet Kenya – 2015.
- ✓ Successful establishment and implementation of Laboratory QMS system at Columbia Africa Healthcare Laboratory

MEMBERSHIP.

- ☐ Member of the American Society of Quality,
Member No: **65404923**.

SKILLS

- ☐ Implementation, Internal and external auditing based on ISO standards (15189,17025, 9001, GMP and HACCP)
- ☐ Excellent leadership
- ☐ Computer literate – MS Office, Internet
- ☐ Communication : extensive experience in preparation of timely reports and excellent presentation skills utilized in management meetings
- ☐ Marketing/ business development
- ☐ 5s approach methodology.
- ☐ Spoken and written languages – English, Swahili.

SPECIAL INTERESTS

- **Imparting knowledge/Training**
- **Auditing, Implementing & Maintaining ISO/IEC Standards**
- **Travelling**
- **Community/charity work.**
- **Motivating and counselling people**

REFEREES

1. Mr. Carey Calvin Ochogo

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