[Salaheldin.285457@2freemail.com](mailto:Salaheldin.285457@2freemail.com)

Dear prospective employer,

I am Salaheldin

I am a pharmacy graduate.

I have The Sudan medical council license valid for life and.

I have Saudi commission license valid until Nov,2018

I have approximately 30 years of experience in:-

* Healthcare Materials Management
* Hospital Pharmacy

Work Experience and career objectives:-

I have joined Prince Sultan Military Medical City(PSMMC) (Formerly named RKH > RMH > RAFH > PSMMC) as early as January 1986 as a **buyer for technical supplies** (pharmacy, laboratory med/surgical materials). As a result of employer’s satisfaction with my knowledge and performance I have been upgraded in more than one occasion;

* I started as a buyer---for (5-) years,
* I then became a hospital pharmacist--- for (10) years,
* Then a supervisor for the pharmacy inventory control group for (15) years,
* And lastly I have been nominated to join the newly formed department of “Clinical Audit. since December 2015. Clinical Audit has recently been attached to the department Of CQI and patient safety

Steady climbing up the scale is no doubt an indisputable indicator of employer satisfaction which is further substantiated by the following:-

* I have been nominated for the membership of nine hospital committees.
* I received six appreciation letters.
* I acted-up for my principals four times
* I attended more than four important workshops.
* I delivered weekly presentations in two subjects .

The 30+ years I spent with PSMMC have got a major impact on shaping my future career objectives (Healthcare materials management/Hospital pharmacy).

Below is a list of other jobs that I undertook:-

* Mar, 1990 to Jul, 2001:-

**Pharmacist,**

Riyadh Military Hospital,

*I acted up for the inpatient pharmacy supervisor twice*

* Apr, 1981- Nov, 1985:-

**Medical representative, Norwich Eaton Pharmaceuticals,**

Riyadh, Saudi Arabia

Jul, 1978 - Dec, 1980:-

**Retail pharmacist, Inaya Pharmacy,**

Sudan

* Oct, 1976 - May, 1978:-

**Professional sales representative, Merk,Sharp &Dohme,**

Sudan.

* Dec, 1974 - Sept, 1976:-

**Retail pharmacist: Kambal Pharmacy, Sudan.**

**You can see my detailed resume in the coming pages**

Documentation /further information may be provide as required

Best regards

Salah

09/05/2016

Hospital supplies management/HospitalPharmacist

Salaheldin

Personal and contact details

Qualification:     Bachelor of pharmacy, University of Khartoum, Sudan

Marital status:     Married.

DOB: 1/1/1958

Nationality:    Sudanese.

Gender:     Male.

Dependents:    seven

Target job/career objective:-

* Healthcare materials management.
* Hospital pharmacy

Hospital supplies management related Work Experience

1. Aug 2001 to-date:-

Supervisor, inventory control,

Riyadh Military Hospital.(Now Prince Sultan Military Medical City (PSMMC)

Duties included:-.

* + - * + Liaison between the Dept. of Pharmacy, Pharmacy & Therapeutics Committee and Logistics dept. in the process of adding or deleting formulary items. Monitoring usage of drugs .Re adjustment of usage estimates…etc.
        + Assist in the ongoing materials procurement forecasting.
        + Follow up with logistics department on availability profiles of drugs specially critical drugs.
        + Processing and follow-up of non-formulary drug requests.
        + Monitor pharmacy stores operations to ensure the following:-

Timely re-ordering of materials from the main logistics warehouse.

Accurate receiving of delivered materials.

Accurate placement/storage of materials:-

Cold storage materials.

Hazardous materials.

High alert medications.

Roof and floor clearance.

Heavy and light materials.

Breakable and unbreakable materials.

* Accurate arrangement of materials in their respective storage locations in a manner that help ensure issue of materials according to chronology of their expiration dates.
* Ensure proper management of recalled, expired and non-usable materials until they are finally collected by the authorized destruction agent.
* Monitor quantities of issued materials in case of possible forthcoming shortages in supplies.
* Monitor coordination between pharmacy stores to ensure logical movement of items at the hospital level.
* Tracking and rationalization of issue of short-dated items.
  + - * + Compilation of information for the purpose of updating hospital formulary as required.
        + Training of materials staff.
        + Participation in the RESIDENCY program by delivering informative presentations on the subject.

1. Jan 1986 to Feb 1990:-

Technical healthcare materials buyer,

Riyadh Military Hospital (PSMMC)

Main duty was procurement of pharmaceuticals from local and overseas sources. This job involves

Invitation of bidders to submit their quotations for the supply of technical supplies..

Receiving quotations (normally three bids). .

Evaluation of offered bids..

Negotiation of prices, delivery schedules etc..

Chasing up further bids as required..

Locating alternative suppliers in case of availability problem. We used to use helpful references to facilitate our work such as BNF, MIMS& Chemist and druggist...and others.

Negotiating possibility of exchanging some slow moving stock items with suppliers or with other health institutions..

Evaluate alternative brands in liaison with user departments as required..

Providing technical advisory support to the other integral material management subsections such as stock control, receiving and distribution.

I have occasionally acted-up for the assistant manager responsible for technical purchases office. This involves supervising two other British buyers..

Reviewing the computer generated quantity forecasts for direct purchase orders and tenders and amending as required..

Hospital pharmacy related work experience

1. Mar, 1990 to Jul, 2001:-

Pharmacist,Riyadh Military Hospital.(Now PSMMC)

Duties included:-.

* + - Rotational coverage in each of the in-patient pharmacy services, which include - dispensing, PN rounds, wards rounds, compounding (sterile and non-sterile), and profiling and drug information service..
    - I occasionally acted-up for the senior pharmacist during his absence. (not documented)
    - An additional part-time duty as an “Inventory control pharmacist” since Mar, 1993.Duties included the following:-.
    - Drafting and updating  the policy and procedure for pharmacy material management group.
* Submit paper work for processing pharmacy and therapeutics committee   decisions.
* Updating drug and other pharmacy materials  consumption figures in liaison with doctors and other users,.
* Participation in tender forecasts
* Liaison with our logistics department towards improving pharmaceutical budget investment.
* Exchanging of drugs with other hospitals..
* o Follow-up on usage and movement of pharmacy material..

1. Apr, 1981- Nov, 1985:-

Medical representative, Norwich Eaton Pharmaceuticals, Riyadh,.

Duties are mainly detailing sales and taking care of regulatory affairs

1. Jul, 1978 - Dec, 1980:-

Retail pharmacist, Inaya Pharmacy,Sudan

Duties are basically selling pharmaceuticals and related commodities to the public.

1. Oct, 1976 - May, 1978:-

Professional sales representative, Merk,Sharp &Dohme,Sudan.

Duties are mainly detailing sales and taking care of regulatory affairs

1. Dec, 1974 - Sept, 1976:-

Retail pharmacist: Kambal Pharmacy,Sudan.

Duties are basically selling pharmaceuticals and related commodities to the public.

Indicators of employer satisfaction with my performance in hospital supplies management/hospital pharmacy

Membership of Committees:-

1. Medication screening subcommittee.
2. Purchasing committee.
3. Drug selection committee.
4. Returned drug recycling committee.
5. Drug list committee.
6. Formulary review committee.
7. Tender technical evaluation committee.
8. Material rationalization committee.

Appreciation letters:-

1. Appreciation certificate(two certificates) from the Saudi board of pharmacy.
2. A certificate by dean of Faculty of Pharmacy—King Saud University.
3. Appreciation letter by the assistant director of pharmacy for clinical services.
4. Appreciation letter by training and paramedical health studies.
5. Appreciation letter by assistant director of pharmacy for materials management.
6. Appreciation letter by the supervisor of in-patient pharmacy.

Acting-up:-

* As assistant manager technical procurement, Supplies department –(Twice-documented).
* As assistant manager director of pharmacy for materials management- whenever assistant manager is off-duty (not documented)
* Communication skills workshop Apr 1885. For one week.

How to communicate effectively with health service professionals

* Communication skills workshop Jan, 1986.For one week..

How to communicate effectively with health service professionals

*The following were attended during my employment with Riyadh Military Hospital*

* Basic life support provider course Mar 1999.For 2days.
* Healthcare waste management workshop Sep 2002. 4days..
* Best practice procurement workshop Mar 2004.For 3days..
* Diabetes Mellitus, An Update for Pharmacists, Nov 5, 2008 for 19 hrs..

Delivered courses/presentations

* Drugs used in the management of pain weekly sessions- April,1999 for seven weeks
* Healthcare material management system lessons:- Since Aug 2001,for