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Summary

I am a registered pharmacist and a public health specialist. I have professional experience in managerial and administrative positions in ISO/JCI-accredited hospitals. I did a Masters in Public Health from a public sector university and did research on the assessment of public sector primary healthcare facilities. I have experience establishing, running, and licensing community pharmacies and healthcare facilities. I've implemented and trained staff on minimum service delivery standards. I have served as a community pharmacist and a regulatory affairs officer at community pharmacies and pharmaceutical distribution. To monitor and coordinate the project activities, I have travelled to different areas of the country. I am skilled at coordinating field activities, managing teams, and implementing projects to achieve the desired goals.

Experience

Filed Coordinator - Diabetic Footcare Project in 20 Districts - World Diabetes Foundation

Association for Social Development

Jan 2023 - Present (5 months)

- Serving as a focal point for coordination regarding field activities in the project of Integrated Diabetes and Diabetic Footcare at Public Facilities in 20 Districts of Punjab.
 - Planning & coordinating field activities for the implementation of diabetes care at rural health centers in 20 districts of Punjab
 - Collecting data and compiling reports
 - Assisting in time reporting, liaising with district health authorities and facility staff
 - Providing day-to-day support and supervising the field staff, monitoring progress and achievements, and providing regular updates to manage directly
 - Monitoring and responding to project performance at each RHC
 - Addressing non-technical issues and challenges of filed operations reported by field staff, providing guidance and responding to the challenges wherever required, and coordinating the response with the direct supervisor
 - Train field officers and communicate with district health authorities
 - Assisting HR in conducting interviews, hiring procedures, and maintaining HR files of the employees
 - Receiving travel claims from field staff, and coordinating with the accounts office in matters related to the filed staff salaries and travel claims
- Assisting in the development of project tools and Android applications/dashboard
- Overseeing supply chains of project materials, receiving supplies/stocks, and dispatching project materials as per the demands and after consultation with the project manager
 - Maintaining inventory and updating the stock register (IN/OUT)

Project Assistant - Screening of TB in Diabetics- World Health Organization

Association for Social Development

Mar 2023 - Present (3 months)

- Assisted in organizing training of the Doctors and Allied health staff of Rural Health Centers in collaboration with the NCD control program in Punjab, the TB control program, and district health authority
- Coordinating in the implementation of the project "Piloting An Integrated "CXR Symptoms" TB Screening of Known Diabetes Patients at RHCs in District Jhelum"
- Providing day-to-day support and supervising the field staff, monitoring progress and achievements, and providing regular updates to manage directly
- Monitoring filed activities of the filed staff as per the work plan and filed day timelines
- Orienting the field officer on the one impact android application "OneImpact Pakistan" and monitoring the dashboard for ensuring the correctness/completeness of the patient record
- Coordinating with the field officer to ensure the availability of the project materials, maintain a record of the patients as per the guidelines, and achieve the targets in their timeframe



Field Coordinator- Canadian Institute of Health Research

Association for Social Development

Dec 2022 - Present (6 months)

- Assisting in developing and implementing the project "Implementing a telemedicine and remote-mentoring platform to provide integrated noncommunicable disease and COVID-19 care in primary care facilities in rural Pakistan, by the Canadian Institutes of Health Research
- Monitoring and coordinating implementation of the project in 30 rural health centers and 3 district headquarters hospitals in 3 districts of Punjab
- Led the implementation team and supervised the district field officers
- Maintaining a database of the registered cases, ensuring the installation of the patient-centered android application with all the registered patients
- Monitoring the response of the patients on the utility of the application and the progress of the project indicators on the dashboard
- Training newly appointed field officers and the allied staff of the primary healthcare facilities
- Coordinated with the IT department and software developers and providing the necessary inputs and feedback regarding the patient-centered Android application
- Monitoring & Evaluation visits to the implementing districts of the project
- Coordinating with the district health authorities and RHC staff to achieve the targets
- Monitoring and recording the filed visits of the district field officers in real-time and responding accordingly
- Ensuring data entry of all the registered cases on Electronic Medical Records
- Ensuring availability and managing the supply chain of the project materials for the smooth running of the project activities
- Organizing training of the Doctors and Allied health staff of Rural Health Centers in collaboration with the NCD control program in Punjab
- Ensuring implementation of the digital referral linkage between rural health centers & specialist clinics in DHQs
- Assisting/participating in peer support sessions through the Android application
- Conducting Zoom meetings for the purpose of training, orientation, refresher, and reviews



Field Coordinator- World Diabetes Foundation

Association for Social Development

Nov 2021 - Jan 2023 (1 year 3 months)

- Serving as a focal point for coordination regarding field activities

- Planning & coordinating field activities for the implementation of diabetes care at 84 rural health centres in 10 districts of Punjab
- Collecting data and compiling reports
- Assisting in time reporting, liaising with district health authorities and facility staff
- Providing day-to-day support and supervising the field staff, monitoring progress and achievements and providing regular updates to manage directly
- Monitoring and responding to project performance at each RHC
- Addressing non-technical issues and challenges of field operations reported by field staff, providing guidance and responding to the challenges wherever required and coordinating the response with the direct supervisor
- Train field officers and communicate with district health authorities



Quality Assurance Manager

Nusrat Hospital

Mar 2018 - Mar 2021 (3 years 1 month)

As a manager of quality assurance, I have performed the following tasks:

- Member of the hospital infection prevention committee
- Member of the hospital drugs and therapeutic committee
- Implementing minimum services delivery standards of the Punjab Healthcare Commission
- Design standards and protocols
- Monitoring compliance with the quality standards
- Identifies and analyses issues, bugs, defects, and other problems, particularly when problems recur in multiple products; recommends and facilitates solutions to these issues.
- Reviews client, customer, and user feedback.
- Maintain compliance with federal, state, local, and organizational laws, regulations, guidelines, and policies.



Pharmacy Manager

Nusrat Hospital

Nov 2015 - Nov 2017 (2 years 1 month)

Served as manager, a qualified person, a qualified person/license holder, a procurement officer, and a member of the hospital drugs and therapeutic committee. member of the hospital infection prevention committee. I performed the following roles or tasks:

- Pharmacy Management
- Regulatory Compliance
- Inventory Management
- Record Management of Narcotics and Controlled Drugs
- Patient Counselling
- Prescription handling and filling
- Cold Chain Management of thermolabile drugs
- Management of records of warranties and invoices
- Supply chain management
- Inventory Control/Audits/Stock Taking



Pharmacy Intern

Quaid-e-Azam International Hospital

Jul 2015 - Oct 2015 (4 months)

- Inventory Management,
- Prescription handling,
- Dispensing and Compounding



Pharmacy Intern

Shaukat Khanum Memorial Cancer Hospital and Research Centre

Jun 2015 - Jul 2015 (2 months)

Dispensing Services, Aseptic Services, Clinical Services, Radio Pharmacy and Inventory Control

Education



Institute of Management Sciences, (IM|Sciences)

Master of Public Health - MPH, Public Health

Feb 2016 - Mar 2018



University of Sargodha

Doctor of Pharmacy - PharmD, Pharmacy

Nov 2009 - Dec 2014

Licenses & Certifications



Introduction to Poliomyelitis and the Global Polio Eradication Initiative - World Health Organization

OpenWHO



Introduction to COVID-19: methods for detection, prevention, response and control - World Health Organization

OpenWHO



Pharmacist Certificate of Registration - Pakistan Pharmacy Council

Punjab Pharmacy Council



1-Day Paramedics Training on TB Care & Support - Greenstar Social Marketing (Guarantee) Limited



1st Annual Health Research Conference "Health Research - A Step Towards Attaining SDGs 2030" - National Institutes of Health Pakistan (NIH)



COVID-19 Contact Tracing - Coursera

87EHMH8V4KH2



Foundations of Project Management - Coursera

D9JE5TWKL2N7



7 days E-course of Scientific Research Writing - Multiomics



Ultra-low temperature vaccine management - World Health Organization



Foundations: Data, Data, Everywhere - Coursera

DS9A83J8ZYV2



Project Initiation: Starting a Successful Project - Coursera

3DPJYH2EL37E



Ambulatory Care Pharmacy Practice - Shifa Foundation



Understanding Research Methods - University of London

PJJ2BEEFLA8F



One Day Workshop on Statistical Data Analysis Using SPSS - Virtual University of Pakistan



Project Planning: Putting It All Together - Coursera

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Project Execution: Running the Project - Coursera

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Google Project Management: Specialization - Coursera

BDTZQBMQ8N7B



Agile Project Management - Coursera

4DMLGDKNPLWJ



Capstone: Applying Project Management in the Real World - Coursera

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Associate Member - Public Health Association KP



Vice president (Islamabad/Azad Jamu & Kashmir/ Gilgit Baltistan Chapter) -

Pakistan Pharmacist Association

Issued Mar 2023 - Expires Mar 2025

Skills

Data Collection • Staff Training • Mobile Applications • Real-time Monitoring • Project Implementation •
Electronic Medical Record (EMR) • Remote Monitoring • Field Work • Training • Inspection

Honors & Awards



Coordinator Health and Wellness Club

Mar 2016