



Patient centered care

EXTERNAL ADVERTISEMENT

King Faisal Hospital, Rwanda, "A center of excellence in health service provision, clinical education and research". This is an exciting time for King Faisal Hospital, Rwanda as we embrace a new strategic direction. The hospital has continued to grow due to its positive reputation for authentic compassionate health care and highly skilled medical practitioners, especially in specialized surgical and medical services.

King Faisal Hospital Kigali is looking for suitable candidate to fill the following positions

POSITION	COMPETENCY REQUIREMENT	AND EDUCATION EXPERIENCE	KEY RESPONSIBILITIES	No
1. Pharmacist	<ul style="list-style-type: none"> ▪ She/he must have a Bachelor (Ao) in Pharmacy. ▪ He /She should have a minimum of 5 years of working experience in complex and busy Hospital. ▪ Registered with a relevant professional body. 		<ul style="list-style-type: none"> • Monitors the systems and processes that ensures that the correct patient receives the correct medication regime; • Monitors the implementation and maintenance of communication with the Unit/department staff to enhance the patients knowledge of the medications, their actions, side effects and mode of administration; • Systems and processes implemented governing the supervision of Dispensing Technicians; • Ensure implementation of all Policies and Procedures pertaining to the practice of Pharmacy; • Infection Prevention and Control and Health and Safety; • Oversee all professional activities of Interns , students and Dispensing Collaborates with the Director: Pharmaceutical Services and the Chief Pharmacist in strategic planning for the hospital and development of the pharmacy directorate; • Executes and implements all technical and clinical operational procedures under the governance of Pharmacy Directorate; • Ensures effective implementation of administrative and financial policies, procedures 	1

	<p>SKILLS AND ABILITIES</p> <ul style="list-style-type: none"> ▪ Strategically minded with strong analytical and problem-solving skills ▪ Proficiency in Microsoft excel ▪ Excellent communication and interpersonal skills. ▪ Excellent organizational and managerial skills. ▪ Strong ability to give attention to detail and to perform multiple tasks at the same time ▪ Good negotiation and persuasion skills ▪ Experience in working with targets and tight deadlines 	<ul style="list-style-type: none"> • and processes approved by the Pharmaceutical Directorate; • Supervises and monitors all departmental activities by appropriate follow-through and execution of the policy, procedures, schedules and processes and monitors the staff, operations and functions of the department, striving for services of the highest standard; • Plans systematic approach for schedules, as well as ongoing reviews of all departmental activities to reach Directorate targets. • Participate in the monitoring of demand & supply of drugs and other pharmaceutical items; • Participate in material management techniques to ensure acquisition of medications , surgical sundries and other stores under the governance of the department is consistent with usage in the wards and units of the hospital; • Assists and guides administration and clinicians in developing and managing the hospital drug formulary; • Participates in the establishment of and monitoring of the patient database which would include appropriate current and past medical history, appropriate clinical and laboratory data, and concurrent medication (including over-the-counter and home remedies); • Participates in the establishment of a system that caters for availability of medication after closure of the pharmacy as well as the acquisition of medications needed urgently but not part of the usual formulary. • Implements and maintains special security storage arrangements for the narcotics and psychotropic drugs, also ensuring the proper application of Ministry of Health policies regarding issues and endorsement of narcotics and psychotropic drugs; • Establishes mechanism to control the movement of highly addictive medications through registers, the number of signatures required and designated locked areas; • Establishes a mechanism for the monitoring of medications that perform the same function • Monitors the physical structure of the Pharmacy to ensure the integrity of the area, e.g. burglar alarms, fire alarms, reinforced window and door guards; • Ensures that the labeling is stable and sure with the correct instructions clearly defined. • Assist the Director: Pharmaceutical Directorate co-ordinate and evaluate a comprehensive education and training strategy within the Service which includes induction, annual mandatory training, appraisal, continuing professional
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<p>2. Pharmacy Dispenser.</p>	<p>EDUCATION AND EXPERIENCE</p> <ul style="list-style-type: none"> ▪ She/he must have a Diploma (A1 or Ao) in Pharmacy Dispenser. ▪ He /She should have a minimum of 3 years experience working in complex and busy Hospital. ▪ Registered with a relevant professional body. <p>SKILLS AND ABILITIES</p> <ul style="list-style-type: none"> ▪ Strategically minded with strong analytical and problem-solving skills ▪ Proficiency in Microsoft excel ▪ Excellent communication and interpersonal skills. ▪ Excellent organizational and managerial skills. ▪ Strong ability to give attention to detail 	<p>development linked to individual training needs and clinical governance.</p> <p>https://docs.google.com/forms/d/e/1FAIpQLSfoIKpuS4gQ0JRQqcmMmxxDuhYYXJKWNoX1pNiNzZLZAIT-eKA/viewform?usp=sf_link</p> <ul style="list-style-type: none"> • Dispenses medications and surgical sundries ensuring the correct patient receives the correct medication regime and dressings etc.,; • Listens to patients and gives appropriate advice on how and when to take medications with appropriate advice on adverse reactions; • Ensures that the labeling is stable and sure with the correct instructions clearly defined; • Ensures that medications are appropriate to the patient's medical/ surgical history; • Any medical ,drug related discrepancies are resolved with the prescribing Medical Officer before dispensing the prescription; • To ensure that stock levels are maintained on the shelves; • To compound and mix creams, lotions and disinfectants under the supervision of the Pharmacist; • To ensure that the Emergency Drug Cupboard is restocked daily; • To record all activities on the computer; • To ensure that ward, department levels of medications and surgical sundries are replenished according to Policies and Procedures/ Guidelines; • Ensures his/her participation in orientation and induction programmes, annual mandatory training, appraisal, continuing professional development linked to his/her individual training needs and clinical governance; • Participate in the monitoring of demand & supply of drugs and other pharmaceutical items; • Participate in material management techniques to ensure acquisition of medications , surgical sundries and other stores under the governance of the department is consistent with usage in the wards and units of the hospital; • Maintains special security storage arrangements for the narcotics and psychotropic drugs, also ensuring the proper application of Ministry of Health policies regarding issues and endorsement of narcotics and psychotropic drugs; • Correctly follows control system for highly addictive medications through registers, the number of signatures required and designated locked areas; • Correctly follows the system that monitors medications that perform the same function; 	<p>1</p>
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	<ul style="list-style-type: none"> ▪ and to perform multiple tasks at the same time ▪ Good negotiation and persuasion skills ▪ Experience in working with targets and tight deadlines 	<ul style="list-style-type: none"> • Daily monitors the physical structure of the Pharmacy to ensure the integrity of the area, e.g. burglar alarms, smoke and fire alarms, reinforced window and door guards and unobstructed entry doors and exits. https://docs.google.com/forms/d/e/1FAIpQLSd4 VOHD-8L2KMeC2WtsdIEGxCXxJ5vK5x41pwZmmKbqKZlVg/viewform?usp=sf_link
3.System Administrator	EDUCATION AND EXPERIENCE <ul style="list-style-type: none"> ▪ She/he must have a bachelor's degree (A0) in Computer Science, Information Technology, System Administration, or a closely related field, or equivalent experience required ▪ He/She should have 5 years working experience as a system administrator and a preference workforce management experience ▪ Experience with scripting and automation tools (MS 	1 <ul style="list-style-type: none"> • Implement the application in accordance with the Information Systems Management Plan; • Develop and Implement Policies and Procedures that govern the utilization of the Information Systems Management process; • Interrogate all the functions of the existing information gathering and storage systems; • Maintain the IT Architecture needed to develop and run the management information repository; • Ensures that the personnel keep themselves updated of all new technical advances by coordinating seminars, workshops etc., within the Hospital; • Assists and encourages the Technicians to attend workshops, seminars in outside of the Hospital in order to advance their knowledge and skills; • Perform regular backup of all management information repository modules • Manage risks, ensure quality and compile relevant integrated reports, as requested; • Implement and manage audit recommendations; • Ensure that software systems and feature releases are compatible with the IT infrastructure (Testing server load performance; Install/upgrade hardware components); • To manage the configuration and operation of client-based computer operating systems. <p>https://docs.google.com/forms/d/e/1FAIpQLSdi95CHdWY5NGHW5jxLN4PC8PKY6qS5iH32W4k1y-Tq3VdT3Q/viewform?usp=sf_link</p>

	<p>SQL Query and script writing, Microsoft SQL Server Administration, Microsoft Windows Server, Linux scripting</p> <ul style="list-style-type: none"> ▪ System administration and IT certifications in Linux administration, Microsoft, related to ITIL, Windows Administration or other IT or System related field of study (CompTIA Server+, MCSE, Oracle, RHCE, AZURE, VMware Certified Professional - Data Center Virtualization) are a plus. <p>SKILLS AND ABILITIES</p> <ul style="list-style-type: none"> ▪ Working knowledge of software architecture, virtualization, VMware, or 	
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	<p>equivalent.</p> <ul style="list-style-type: none"> ▪ Willing and able to deliver services effectively and efficiently in order to meet client requirements. ▪ Strong knowledge of systems and networking software, hardware, and networking protocols ▪ Proficient in Internet technologies and infrastructure (TCP/IP), WAN, LAN, MPLS, fixed and mobile telecommunications networks, data center infrastructure, cloud computing & virtualization, IPV6, VPN, Network Security ▪ Communication and interpersonal skills (Good) ▪ communication skills and the ability to collaborate effectively with team members ▪ Knowledge of health & safety standards 	
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	<p>and requirements is an added advantage</p> <ul style="list-style-type: none"> ▪ Able to analyze detailed information ▪ Ability to work in a team. 		
<p>4. Tech Support and Training Engineer</p>	<p>EDUCATION EXPERIENCE</p> <ul style="list-style-type: none"> ▪ He/she must have Bachelor degree (0) in Computer Science, Computer Engineering, Software Engineering, Information and Communication Technology, Electronics or Telecommunication Engineering. ▪ Having three (3) years to five of working experience in IT industry in Hardware and software Support, Network Administration, System 	<p>AND</p> <ul style="list-style-type: none"> • Keep computer systems running smoothly and ensure users get the maximum benefit from them; • Install and configure computer hardware operating systems and applications Monitor and maintain computer systems and networks; • Talk staff or clients through a series of actions, either face-to-face or over the phone, to help set up systems or resolve issues • Check and approve all IT equipment deliverables in accordance to the specification requested; • Troubleshoot system and network problems, diagnosing and solving hardware or software faults; • Provide a preventive IT equipment maintenance annual plan to the direct manager for the approval; • Provide annual plan for IT equipment inventory which includes the assessment, replacement and refurbishment plan of the old equipment; • Maintains and improves the performance of existing software; • Manage risks, ensure quality and compile relevant integrated reports as requested; • Provide support, including procedural documentation and relevant reports; • Follow diagrams and written instructions to repair a fault or set up a system Support the roll-out of new applications; • Set up new users' accounts and profiles and deal with password issues; • Conduct electrical safety checks on computer equipment; 	<p>1</p>



	<p>Administration are added advantage</p> <ul style="list-style-type: none">▪ Extensive experience working with different operating systems including Windows▪ Certifications in A++, N++, MCIP, MCSA, CCNA, MCDST, Windows/Linux, Hardware security are added advantage <p>SKILLS AND ABILITIES</p> <ul style="list-style-type: none">▪ Good understanding of ICT specifications for different equipment, PCs, Printers, scanners, etc.▪ Good analytical skills and problem solving techniques▪ Ability to manage and troubleshoot TCP / IP networking issues,▪ Ability to repair PCs and other hardware equipment.	<ul style="list-style-type: none">• Repairing hardware malfunction and software issues. <p>https://docs.google.com/forms/d/e/1FAIpQLSejWwC2Lym0a1ImKy687NrakLLBwvGZ8oOGMqJeyVXEI3tg/viewform?usp=sf_link</p>
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	<ul style="list-style-type: none"> ▪ Excellent written and oral communication skills ▪ Must have good customer care skills, able to deal with patients politely. ▪ Able to analyze detailed information ▪ Ability to communicate and guide. 	
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How to Apply: Join us and take on the challenge to provide Patient Centered Care.

Qualified candidates should send their cover letter, curriculum vitae and academic credentials, National ID, Recommendation letter from previous employer and criminal record, valid licence to practice (Clinical Staff) to the above mentioned link **by October 25th 2022.**

KFH is proud to be an Equal Opportunity Employer. We offer a competitive Total Rewards Program.



DR. ZERIHUN ABEBE
Chief Executive Officer

