**CURRICULAM VITAE**

 

Name: Manal Mohamed Metwally

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**Educational Qualifications**

* **Title of Qualification**: Bachelor of Nursing, Al Kasr El Enee
* **University:** Cairo University
* **Language:** English/ Arabic
* **Years of Study**: 1986 to 1990
* **Title of Qualification**: Diploma in Hospital Administration
* **University:** Eeen - Shamss University

**Professional Registration**

Nursing Registration Council, Candidate Registration Number and Date of Registration

- Registration number:3286

- Occupation: Nursing Supervisor

-Address :Cairo

-Date of Registration :16/11/1991

**Gaps in Employment**

-Staff Nurse

-Head Nurse

-Supervisor

-Matron

**Employment/Work Experience**

**work History**

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| **Period** | **Position** | **Responsibilities/Duties** | **Place** |
| **From** 01/1990 -3/1990. | Staff Nurse in ICUCardiology (15 bed) | - Medication Administration- IV Therapy, Fluid and electrolyte balance and replacement- Blood and blood component administration, Mechanical Ventilation | Sherif Mokhtar Unit –Al Kasr El Enee Hosital |
| **From****0**4/1990-9/1990. | Staff Nurse in Emergency Department ( 22 bed) | Management of pre- post-operative care, Nutritional care - TPN / Enteral Feeds- Bedside Percutaneous tracheostomy, Emergency resuscitation procedures  | Al Kasr El Enee Hospital  Emergency Department |
| **From** 10/1990-12/1990  | Staff Nurse Paediatric ICU (open Heart) (10 bed)  | - Airway management- Monitoring System- Hypothermia System-- Nutritional care-Pre, Post-Operative care |  Cairo University (Abo El Rish Pediatric Hospital). |
| **From** 1/ 1990-6/1991 | Staff Nurse in ICU (paediatric and Adults) Medical Surgical  (Part- time)(10 bed) | - Mechanical Ventilation Cardiac Monitoring | National Cancer Institute, Cairo University |
| **From** 07/1991 -7/1994 | Head Nurse in Inpatient Paediatric Oncology Department (30 bed) | -Chemotherapy admiration ( IV therapy ,Porta -Cath)- Plan discharge-Blood Transfusion-Wound Care - Code Blue- Prepare patient for procedures including Bone Marrow Aspiration with biopsy, Lumbar Puncture, CT Scan, Echocardiography and MRI | National Cancer Institute, Cairo University |
| **From**02/1992-/02/1993. |  Staff Nurse ICU Adult Medical Surgical  (Part-Time) (12 bed) | Code Blue -Blood Transfusion- IV Therapy, Fluid balance- Mechanical Ventilation- | SAFA Privet Hospital in Al-Mohndseen |
|  **Form**09/1994-06/2000 | Staff Nurse paediatric ,Adult Medical Surgical (Oncology, , New Natal ICU and Paediatric ICU ER in Triage (30bed) | -- CERNER Systems-Chemotherapy admiration ( IV therapy ,Porta -Cath)- Plan discharge-Blood Transfusion-Wound Care-Pre ,Post-Operative care-  Provides emotional and psychological support-Infectious disease management and follows isolation policies | Saudi Aramco Medical Services Organization Dhahran Health Center in Oil Company (Saudi Arabia) |
| **From** 8/2000-04/2001 |  Head Nurse Surgical Departmen (25 bed) | - Tracheostomy care-- Infection Control- Management of pre, post-operative drains and wound care- Pain Management | National Cancer Institute, Cairo University |
| **From**5/2001 -09/2003 | Head Nurse Paediatric Oncology Department( OPD ,Triage, Day Care, Procedure Room)(20 bed) | - Chemotherapy admiration ( IV therapy ,Porta -Cath)- Blood Transfusion- Prepare patient for procedures including Bone Marrow Aspiration with biopsy, Lumbar Puncture, CT Scan, Echocardiography and MRI  | National Cancer Institute, Cairo University |
| **From**10/2003-01/2006. | Manager of Quality Assurance (350 bed) | -Support audit process for quality & HSE Management & schedule to the sites support needs-Design corrective and preventive action plan - Ensure 100% compliance on a daily basis with all quality & HSE requirements- Manage a small team of assigned QA staff.-• Review Quality Management Plans- Get Certificate of ISO 9001 | National Cancer Institute, Cairo University |
| From:.**From**02 /2006 - 02/2012 | Nursing Supervisor(OPD ,Home care, Day care, procedure Room , , x-ray Department ,Dental Unit, Physiotherapy Unit, Cardiology OPD. (100bed) | - CERNER/ICIS SystemsHas attended and activity participated in Internal Audit Training course JSI. | Children's Cancer Hospital **57357**Fom –Alkleg,Masr-Alkdema |
| F**From**10/2010-07/2017. | Matron (MRI open and close, PET-CT, Panorama-X-ray ECHO and Stress ECG, Ultra Sound and DXA (Part-time) | -Full supervision of the work and follow-up nursing work.- Education and training of the nursing  | Techno holding Scan Aosama Kalell in Cairo(8 place)  |
| **From:** 03/2012- 04/2023 | Matron (OPD, Day care Insurance and free Department, ICU, OR, CSSD, Recovery Room, Department of cobalt, Clinic complex ,Surgical Unit and Department of Endoscopy RCP, UTR ,Radiology Department( X-Ray, E-Cho, Ultra Sound, MRI and CT Mamo-Gram (100 bed) |  Supervising the **nursing** staff and overseeing patient care as well as administrative functions such as record keeping and budgeting. | Breast Cancer Hospital Al- T Altgmo- ALawal National Cancer Institute, Cairo University |
| **From:** 04/2014-04/2016 | Head of Training and EducationDepartment | * Identifying and assessing future and current training needs
* Drawing an overall or individualized training and development plan
* Deploying a wide variety of training methods
 | National Cancer Institute Fom -Alkleg. Masr-Alkdema |
| **From:** 05/2016-Until Now. | Head of Infection Control Department (350 bed) | Planning, organizing, coordinating, applying and evaluating standards for infection control | National Cancer Institute, Fom -Alkleg. Masr-Alkdema |
| **From:** 09/2016- Until Now. | Teacher and trainer privet institute for Nursing | Teaching and Training for Academic | (A- Lamasery- Institute) |

***re available on request***