



**Trusted Partner in Healthcare**  
**CENTRAL MEDICAL STORES TRUST**

# VACANCY

## DIRECTOR OF PHARMACEUTICAL OPERATIONS

The Central Medical Stores Trust (CMST) is responsible for procurement, warehousing, sales and distribution of quality medicines and medical supplies to all health facilities in Malawi. CMST is seeking to recruit a transformative, visionary and goal driven individual with ability to get the best out of their team to fill the position of Director of Pharmaceutical Operations (DPO) at Grade MS2.

### Overall Purpose of the Job:

Reporting to the Chief Executive Officer (CEO), the Director of Pharmaceutical Operations will be responsible for the strategic direction of Pharmaceutical Operations including determining pharmaceutical requirements, warehousing, sales and distribution of medicines and medical supplies using best business practices to maximize value for money and promotion of pharmaceutical product integrity.

### Duties and Responsibilities:

1. Participate actively in the development and execution of the Trust's strategy to ensure achievement of the Trust's objectives;
2. Develop, implement and monitor operational and contingency plans for achieving objectives of the Directorate of Pharmaceutical Operations with focus on warehousing, sales and distribution for medicines and medical supplies in line with national health priorities;
3. Be responsible for the day to day running and operation of the Directorate of Pharmaceutical Operations including providing leadership and supervision to middle management and staff to ensure excellent performance;
4. Be responsible for a responsive, agile and efficient supply chain system that has the ability to meet the changing needs of customers, deliver high-quality pharmaceutical products with short lead times at low cost;
5. Embrace and coordinate integration activities across the organisation and those involving other supply chain partners to ensure stock availability and information visibility;
6. Support the CEO in the implementation of CMST policies and programmes to ensure alignment of activities with CMST's mandate and strategy;
7. Be responsible for demand planning, selection and quantification of medicines and medical supplies to determine pharmaceutical requirements as input to procurement processes;
8. Identify and manage risks associated with warehousing and sales and distribution of medicines and medical supplies;
9. Undertake and manage manufacturing and compounding of products under the good manufacturing practices for pharmaceutical (GMP) products;
10. Support the CEO in fostering a corporate culture that promotes strong ethical practices, good governance and employee productivity; and
11. Advise CMST Management on all matters relating to pharmaceutical operations and act as Secretary to the Technical Committee of the Board of Trustees.

### Personal Specifications

#### The incumbent must:

- Hold a bachelor's degree in Pharmacy or Medicine from a recognised university in Malawi and internationally and a post graduate degree in Business Management, Public Health, Surgery, Supply Chain Management or any other related disciplines from recognized universities;
- Have at least ten (10) years' post qualification experience at Director level or senior management position preferably in health, supply chain management, commercial or public sector;
- Be assertive, proactive and diligent leader with commitment to the highest standards of service delivery;
- Hold valid membership with a relevant Pharmaceutical Professional body in Malawi or internationally, be in good standing with a valid practicing certificate;
- Have demonstrable knowledge of the broad concepts of National Medication Policy, Essential Medicines Lists, Essential Equipment Lists, Standard Treatment Guidelines and "Dangerous Drug" (DDA) or Narcotics Policy, and National Donations Policy;
- Have demonstrable knowledge of exceptional considerations in the quantification, selection, procurement, warehousing and distribution of products supplied by parallel Supply Chains (e.g. ARVs, TB, Malaria, Reproductive health commodities, Vaccines, controlled/dangerous drugs etc.);
- Have working knowledge of appropriate legislation and policy with regard to pharmaceutical procurement processes and ability to monitor processes for prequalification and tender contracting; and
- Have experience in management of diverse donor funded projects/ strategic partnerships, positive stakeholder engagement and have a thorough knowledge and understanding of public health supply chain.

### Submission of Application

Interested and qualifying individuals should submit applications and detailed **Curriculum Vitae (CV)** with at least **three names of traceable referees** and copies of certificates via email clearly marked "**DPO VACANCY**" not later than **16.00 HOURS on Friday, 28 SEPTEMBER, 2018** to **ceo@cmst.mw**

CMST is an equal opportunity employer although only shortlisted applicants will be contacted.

This advert is also available on [www.cmst.mw](http://www.cmst.mw)