

Jana B. El Nakouzi

Mobile: 0096170769965

Email: jana.elnakouzi@lau.edu

OBJECTIVE

Health care professional and educator with expertise for more than 4 years in clinical therapeutic nutrition, critical care management, dietetic internship program, and food services management. Helping to translate the science of nutrition into everyday understandable information about food.

EDUCATION

2019- 2021 **Lebanese American University, Lebanon**

- M.S. degree in Nutrition

2013 – 2016 **Lebanese American University, Lebanon**

- B.S. degree in Nutrition and Dietetics

PROFESSIONAL EXPERIENCES

March 2021 – present

- **Food Services Manager, Senior Dietitian at Hammoud Hospital University Medical Center – Saida, Lebanon**
 - Holds managerial responsibility for overseeing the day-to-day operational, purchasing, menu planning, and budgeting aspects of clinical food service and cafeteria
 - Oversees the food safety and nutritional care aspects of the food and nutrition services to ensure full compliance with the regulatory agencies
 - Develops and implements cost effective systems throughout the department
 - Hires and trains qualified food services and nutrition staff
 - Conducts nutritional analysis, delegates staff schedules, inspects kitchens, sets department policies, maintains high sanitation standards, purchasing and auditing service plans
 - Takes leadership over the interdisciplinary food preparation team to make certain that patients' menus match guidelines by adapting menus based on special diet restriction
 - Implements HACCP standards and inspects its application
 - Achieves good quality and high standards of hygiene and customer satisfaction at the cafeteria
 - Maintain regulatory requirements including MOPH, ISO 9001 and JCI standards
 - Oversees and participates in the coordination of critical care in-patient nutrition assessments (renal dialysis and ICU patients) by formulating a nutrition diagnosis and identifying malnutrition
 - Provide specialized services, such as total parenteral nutrition (intravenous feeding) or enteral nutrition (tube feeding)
 - Develops and implements policies and procedures, standards of practice and

- processes to guide and support the clinical nutrition department
- Coordinates and integrates with other hospital departments and medical services to provide the best possible patient care
- Supervises and evaluates performance and competence of the clinical nutrition staff

April 2018 – Present

- **Internship Coordinator at Hammoud Hospital University Medical Center – Saida, Lebanon**
 - Coordinates and implements the dietetic internship program (selection of interns, distribution of duties, teaching and training activities, evaluation measures, preparation for colloquium examination)
 - Responsible of the implementation and the improvement of the intern's teaching activities (case studies, assignment, quizzes, lectures)
 - Organize the department intern's duties, responsibilities and rotation schedule
 - Supervise the interns during floor's rotations and approves the nutritional management plan suggested by them
 - Prepare and present a monthly schedule of educational lectures and training sessions that should be given to/by the interns
 - Invite the representatives of the nutrition companies to educate the interns on the products available in the market

April 2018- present

- **Dietetic Preceptor** of AUB-CP Nutrition Coordinated Program students "Job Shadowing"
 - Meets with the students to discuss goals, objectives and expectations of the rotation
 - Plans daily experiences and learning activities of students by meeting regularly and support students in setting goals
 - Evaluates student's learning and achievement of competencies as they progress through the rotation
 - Acts as a role model by applying evidence-based practice, professional behaviors, adequate time management and ethical practice
 - Facilitates learning by fostering an environment for critical thinking and problem-solving skills

April 2018- March 2021

- **Clinical Dietitian at Hammoud Hospital University Medical Center – Saida, Lebanon**
 - Assesses patients' needs and supervises implementation of appropriate requested diets and special diet orders
 - Develops, directs and ensures the consistency of high standards of clinical nutritional care programs in compliance with the regulatory rules
 - Improve the processes, procedures & protocols to ensure the highest nutritional healthcare standards for patients at the minimum cost and best quality

- Coordinates and implements the dietetic internship program (selection of interns, distribution of duties, teaching and training activities, evaluation measures, preparation for colloquium examination)
- Responsible of the implementation and the improvement of the intern's teaching activities (case studies, assignment, quizzes, lectures)
- Organize the department intern's duties, responsibilities and rotation schedule
- Supervise the interns during floor's rotations and approves the nutritional management plan suggested by them
- Prepare and present a monthly schedule of educational lectures and training sessions that should be given to/by the interns
- Invite the representatives of the nutrition companies to educate the interns on the products available in the market
- Conduct Health promotion activities for various support group
- Participate in awareness campaign on media (magazines,TV, Website...)
- Performs all aspects of patient care in an environment that optimizes patient safety
- Maintain regulatory requirements including MOPH, ISO 9001 and JCI standards

April 2018- March 2021

- **Food Service Dietitian at Hammoud Hospital University Medical Center– Saida, Lebanon:**
 - Assist in planning the catering and food production operation and safety in the hospital
 - Supervises the daily operation of catering and food production while ensuring the high level of standards and hygiene and offering the best quality of service to the patients and visitors
 - Coordinate with the customer care department to ensure the best quality of service
 - Assist in training, developing and mentoring team members
 - Implement employee disciplinary process whenever needed
 - Select and coordinate with the procurement and the warehouse to ensure the availability of food, detergents, and order all supplies needed to the production as per specifications and standards set
 - Assess staff competencies performance and design updated development plans and training sessions

September 2017-March 2018

- Science teacher at **Martyr Maarouf Saad Public School with UNICEF**
 - Began as a newly-qualified teacher for Syrian refugees in Lebanon
 - Motivated and stimulated children, encouraging learning through experience
 - Provided pastoral care and support to children, and a secure environment in which to learn
 - Observed, assessed and recorded children's progress, and shared knowledge with both practitioners and parents as required

December 2016- June 2017

- Dietetic internship at **Hammoud Hospital University Medical Center– Saida, Lebanon:**
 - Nutritional assessment and counseling of outpatients and inpatients in departments of Internal Medicine, Endocrinology, Surgery, Oncology, Pediatric Oncology, Renal, Cardiac Care Unit, Respiratory Care Unit, Intensive Care Unit, Pediatric Intensive Care Unit, Obstetrics-Gynecology and Pediatrics.
 - Research and projects on various nutritional topics and published updates
 - Nutritional educational lectures targeting the hospital's staff

CERTIFICATES, PROJECTS, AND CONFERENCES

- **Speaker** at “Oncology ” workshop targeting health medical care professionals at HHUMC – December, 2019
- **Speaker** at the “Women, Maternal & Child health wellness” workshop in collaboration with the capacity building center at HHUMC – November 2019 & April 2018
- **Participation** in “ Hand Washing Campaign” June 2019
- **Participator** in “Child Obesity Campaign” June 2019
- **Speaker** at “ Healthy Nutrition Habits Practices in the month of Ramadan – May 2019
- **Participation** in “**Gift of Life Mission Lebanon**” a Pediatric Cardiac Surgery Mission Hammoud Hospital UMC in collaboration with Riley Hospital
 - The clinical dietitian responsible of following 12 children before and after their cardiac surgeries- April, 2019-May, 2019
- **Certificate** of attendance “ The 2nd International Jordanian Conference of Nutrition 2019 & Obesity Surgery in Amman – April 2019
- **Speaker** at the “Women, Maternal & Child health wellness” workshop in collaboration with the capacity building center at HHUMC –Sep,2018
- **Dietetic Supporter** in Breast cancer support group targeting cancer patients – Aug, 2018
- **Participator** in “**Nutrition Focused Physical Exam**” held at LAU-Byblos Campus , Sep, 2018
- **Speaker** in “ Child and Adolescences Workshop – Anemia” – July 2018
- **Participator** in “Saidawi Ohh Campaign” held in the old Saida town – April, 2018
- **Certificate** of attendance **22nd Annual Conference of the Lebanese Epidemiological Association** “*Eating Healthy And Staying Healthy*” – November 2017
- License of Dietetic practice from the **ministry of health** – July 2017
- **Certificate** of participation Nutrition and Food Research Conference held at Lebanese American University – April 2016
- **Certificate** of attendance “**Nutrition and Food Research Conference Trends and Challenges in the Middle East**”held on April, 12, 2016 at LAU
- **Certificate** of attendance “**Advancing Patient Care through inter**

professional collaboration” at April, 15th, 2016 in Metropolitan Hilton and at April, 2016 at LAU Byblos Campus

- **Certificate** of Appreciation Volunteering in Beirut Marathon – November 2014

ACTIVITIES AND INTERESTS

- **Participation in : (Community Nutrition Awareness Campaigns)-** educational materials
 - TV interview regarding Breast Cancer Awareness campaign (Oct, 2019)
 - Breast Cancer Awareness Campaign “أنت كل القصة” (Oct, 2018)
 - "غذاؤك صحتك" Nutritional guidance booklet issued by the Department of Nutrition at Hammoud Hospital University (August, 2018)
 - Colon Cancer awareness day (July, 2018)
 - Creating “Ramadan Healthy Recipe booklet” (May, 2018)
 - Hypertension awareness day (April, 2018)
 - Maternal and childhood nutritional awareness campaign (March, 2018)
 - Diet module program (based on USDA reference)
 - Diabetes awareness campaign (Nov, 2017)
 - Breast Cancer Campaign awareness "غذاؤك دواؤك" community campaign (Oct, 2017)
 - International Kid's Day nutritional awareness (March, 2013)
 - Diabetes awareness day (Nov, 2018) at HHUMC
 - International Kid's Day nutritional awareness (March, 2013)
 - LAU Nutrition Society (2013-2016)

SKILLS

- Languages: excellent written and spoken English and Arabic; basic French
- Passionate and experienced in teaching and research
- Clinical knowledge of specialized dietetic products and medications
- Strong managerial, leadership, organizational, problem-solving and communication skills
- Financial, budgeting and business acumen
- Proficient time management skills, multitasking and planning.
- Ability to work alone and as a team member
- Interests:
 - Research, reading, travelling

PERSONAL INFORMATION

Full Name: Jana Bilal El Nakouzi

Date of Birth: July 20, 1995

Marital Status: Single

Nationality: Lebanese

References available upon request