Najat Hatouka

**MBA, MOH and DHA Registered Lab Technician**

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# Objective

A holder of an MBA, BBA, and diploma in Hospital Management and a passionate medical laboratory technician. Has more than 20 years of experience in medical laboratories and hospital managerial positions. Looking forward to new challenges in healthcare/medical lab management practice in the UAE.

# Education

**Hospital Management Diploma**-Future Gate Center, Damascus - 2022

**Master of Business Administration** – Damascus University – 2020

**Bachelor** **of Business Administration** (Small Business Operations) – Damascus University – 2014

**Diploma** **of Laboratory Technician** – Damascus University - 1998

# Experience

Syrian Specialized Hospital – Damascus - Syria

**Senior Laboratory Technician** [April 2022 - Present] – Afternoon job

Assad University Hospital - Management – Damascus - Syria

**Head of Contracting Management** [October 2019 – Present] – Day Job

Al-Haytham Med Lab – Damascus – Syria

**Senior Laboratory Technician** [March 2015 – March 2022] – Afternoon job

Assad University Hospital – Medical Laboratory – Damascus - Syria

**Laboratory Technician** [September 2009 – September 2019] – Day Job

Al-Najeeb Lab – Damascus – Syria

**Senior Laboratory Technician** [January 1999 – December 2014] – Full-time job, then afternoon job

# Skills

**Managerial Skills:**

* Managing a team of 6-10 members.
* Overseeing legal documents and agreements between organizations and the hospital
* Drafting and negotiating contracts with different suppliers and stakeholders dealing with the hospital.
* Arranging timescales for contracts and invoicing.
* Keep track of important contract dates and milestones.
* Liaising with other departments at the senior level.

**Advanced Laboratory Skills:**

* Working on stem cell biobank techniques (4 years experience)
* Working on cytogenetics laboratory techniques: Cell cultures, Slide preparation, Giemsa staining, Preparation of Karyotypes, Applying Fluorescence in Situ Hybridization technique (5 years experience)
* Light and Fluorescent Microscopy work
* Plasma preparation for PRP injections
* Preparing the semen for the injection before intrauterine insemination (Sil-select)

**General Laboratory Skills:**

* Conducting all chemical and hormonal tests, including ELISA, blood coagulation, and blood gas analysis on different automatic devices and platforms (MINI Vidas, Roche Cobas, different chemistry and hematology analyzers)
* Preparing culture media and conducting all forms of bacterial culture and drug sensitivity tests.
* Conducting all microscopic analyses (urine - feces - body fluids - blood smear - bacterial smears)
* Conducting manual tests (Widal - Wright - ...)
* Recording patients' results, printing the final report, and delivering the results to patients.
* Patient’s personal and clinical data entry on paper records and electronic laboratory systems.
* Blood withdrawal, handling samples in appropriate tubes, and separating by centrifugation.

# Other Qualifications

* MOH registered Lab technician since 30-May-2023 (Ref. no. 286498)
* DHA registered Lab technician since 23-March-2023 (DHA-UID-71403971)
* Languages: Arabic (Mother tongue) – English (Very good)
* Professional user of Microsoft Office applications
* Fast and passionate learner of new techniques and technologies, and persistent worker passionate in self-progress.

# References

▪ Dr. Adnan Al-Khatib (Director of Syrian Specialized Hospital Laboratory) [+963944210600]

▪ Dr Haytham Hamdan (Director of Al-Haytham Med Lab) [+963944755444, al.haytham.lab@gmail.com]

▪ Dr. Zeina Al-Mahayri (Ex-head of cytogenetics unit, Assad University Hospital, currently in UAEU) [+971506896264]

▪ Dr. Reem Kailany (Head of stem cells unit, Assad University Hospital) [+963932349581]