

NATASSJA NALEDI RAKOTSOANE

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HPCSA - HI0081000 (31/03/2025) | SAIOSH – 76125173 (28/02/2025)

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Code C1 Drivers License – 14/03/2029

11 Poon Street, Fleurpart unit 33, Fleurdal, Bloemfontein, 9301

PROFESSIONAL SUMMARY

18 months of experience as an Assistant Director: Surveillance Officer in Communicable Diseases and more than 10 years of experience as an Environmental Health Practitioner, I hold a BTech in Environmental Health, an Advanced Diploma in Public Management, and certifications in Incident Investigation (Level 3); SAMTRAC, IPC and Essential of Project Management. I possess a strong background in Environmental Health functions, Occupational Health and Safety, Public Health Monitoring, and Risk Management. My expertise includes implementing safety and hygiene programs, monitoring disease trends, and collaborating with internal and external stakeholders. I am proficient in coordinating risk management, developing audits, and enhancing occupational safety programs. I am equipped to facilitate work groups, provide professional guidance, and ensure compliance.

STRENGTHS AND EXPERTISE

Public Health Monitoring
Occupational Health and Safety
Team Management

Policy Development
Incident Investigation
Risk Management

EDUCATION

SAMTRAC Nosa	2024
Advanced Diploma Public Management Central University of Technology, Free State	2023
Baccalaureus Technologiae Environmental Health Central University of Technology, Free State	2011
National Diploma Environmental Health Central University of Technology, Free State	2010
Matric Calculus College, Kroonstad	2004

PROFESSIONAL EXPERIENCE

National Department of Correctional Services COVID-19 Global Fund

- Monitor and evaluate disease trends and manage outbreaks in the Free State and Northern Cape region.
- Oversee the monitoring and evaluation of TB and HIV management for inmates and assess TB acquisition among employees in the workplace.
- Monitor Environmental Health and Hygiene, including Occupational Health and Safety standards, within correctional centers.
- Supervise the licensing of Food Service Units to ensure compliance with departmental AOP targets, relevant acts, regulations, and IPC guidelines.
- Participate in planning maintenance work in line with building regulations and environmental health and safety standards in correctional centers.
- Collaborate with internal and external stakeholders to implement infection prevention and control (IPC) guidelines across all correctional facilities.
- Conduct training sessions for staff on occupational health, environmental safety protocols, and disease prevention measures.

Reason for leaving: Contract ended.

Environmental Health Practitioner

Oct 2013 -Oct 2022

Free State-Department of Health:

Itemoheng |JD Newberry | Phuthuloha District Hospital

- Monitor the health and safety of employees as a Compliance Officer. Collect scheduled water samples for testing and analysis.
- Conduct inspections for mortuary compliance. Implement vector control measures.
- Perform communicable disease surveillance and investigations.
- Ensure kitchen compliance and food safety, including applying aseptic techniques during microbiological sampling for routine food and environmental testing.
- Analyze microbiological sample results, provide recommendations, and monitor compliance with recommendations, including resampling when necessary.
- Oversee waste management, garden services, and pest control service contracts for the hospital complex, including monitoring service provider payments.
- Ensure compliance of food and food product suppliers, as well as cleaning and disinfection material suppliers, with relevant standards and regulations.

Reason for leaving: Career development

Environmental Health Practitioner

Jan 2012 -Sep 2013

Free State-Department of Health:

Phekolong | Nketoana District Hospital

- Conduct disease surveillance and outbreak investigations.
- Collect water samples for testing and analysis.
- Perform inspections for compliance and safety.
- Ensure mortuary compliance with relevant regulations. Implement vector control measures.
- Oversee kitchen compliance and food safety, including applying aseptic techniques during microbiological sampling for routine food and environmental testing.
- Analyze microbiological sample results, provide recommendations, and monitor compliance with recommendations, including resampling when needed.

Reason for leaving: Transfer

Free State-Department of Health: Thabo Mofutsanyane District

- Practice the Environmental Health scope of practice for Dihlabeng Local Area, Nketoana Local Area, and Setsoto Local Area.
- Provide Port Health Services under the supervision of the Chief Environmental Health Practitioners.
- Collaborate with local health authorities to implement and enforce environmental health regulations.

Reason for leaving: End of 12-month Community Service contract.

Additional Training and Qualifications Completed:

Essential of Project Management (LEVEL 5)

- University of Free- State

11 Modules: Introduction to project management; project concept and initiation; project planning; estimating project cost; project scheduling; software mastery; project procurement and resource planning; planning for quality, risk and communication; project execution and team dynamics; project control cycle; project closure.

Infection Prevention and Control Program (LEVEL 5)

- University of Free- State

10 Modules: Introduction to IPC practice; Medical microbiology; Basic IPC precautions; Fundamental isolation measures; Surveillance, Audit and Reporting; Investigating Outbreaks; Decontamination / environmental hygiene; Hospital design; Risk management and quality assurance; Training, education and research; Ethical considerations and leadership.

Introduction to SAMTRAC

- NOSA

5 Modules: The Health, Safety and Environment Management System and Legislation; Foundations of Health, Safety and Environment; Hazard Identification and Risk Assessment (HIRA); Documentation and Incident Management.

Incident Investigation Level 3

- NOSA

5 Modules: Introduction to incident investigation; Planning an incident investigation; Conduct an incident investigation; Implement remedial action and conduct an audit; Incident investigation scenario challenge.

Short Course on Infection Prevention and Control
Development

- The Foundation for Professional

11 Modules: Historical background Micro-organism; Infection risk, hazard and legislation; airborne infection; Personal Protective Equipment; Hand hygiene; Environmental control and sanitation; Kitchen, abattoir, bakeries and dairies; Waste management: Classification, legislation, Principles, Process and Health care worker safety; Infection screening and surveillance; Disease outbreak; Infection control education to inmates.

Frontline Course in Basic Applied Epidemiology
Training Program

- South African Field Epidemiology

Currently studying: None

Achievements:

Department Of Correctional Services (DCS): Communicable Disease Surveillance Officer

- Introduced and improved notification of Notifiable Medical Condition;
- Created and strengthened collaboration between DCS and external stakeholders (e.g. Municipalities, CDC, etc) to manage communicable diseases;
- Determine the risk factors, management and response to communicable disease outbreaks and subsequent advice on intervention required to curb morbidity and address public health needs and resource allocation;
- Maintain and managed an effective communicable disease surveillance system in the department;
- Acquired 100% compliance with the Regulation 638 governing food service departments in the department;
- Inspections and recommendation in relation to Environmental Health, Hygiene and Safety in Correctional Centres;
- Inspection and recommendation of DCS agriculture projects (Bakery, Abattoir, Piggery, Dairy) in line with related regulations as well as Health and Safety during operations.
- Guide the implementation of Integrated Pest Management in Correctional Centres;
- Guide the implementation of the Infection Prevention and Control in Correctional Services Department facilities.
- Consistent participation in the quarterly Regional Occupational Health and Safety Level 3 meeting.
- Participate in the Regional Monthly and Quarterly APP verification.

Department of Health: Environmental Health Practitioner

- Covid 19 Compliance officer at Itemoheng District Hospital 2020-2021;
- Acquired Fire Compliance Certificates for all 3 hospitals in the complex;
- Participated in Department of Labour visits, generated action plans and monitored progress for compliance with the Labour Department;
- Fully functional member and support in the Health and Safety Committees for Itemoheng/JDNewberry/ Phuthuloha District Hospital;
- Supported the CEO with the initiation of Health and Safety Committees in the complex;
- Successfully coordinated Risk Management from 2012 – March 2022 in addition Monitoring, Managing the mitigation of risks in relation to health care risk waste, hazardous substances, water quality monitoring, pest control, management and storage of mortal remains, communicable disease surveillance and control, surveillance of overall premises including Food service and Mortuary;
- Successfully coordinated Senekal Covid 19 tracing team as a team leader since April 2020 until 31 December 2021 by collecting, managing, validating and submitting daily, weekly and monthly data to Local Area office;
- Able to develop own monitoring tool for monitoring of contract and service delivery related to EH services and addressed discrepancies with relevant service providers.
- Achieved Highly Effective Performance for assessment rating for 4 consecutive PMDS annual assessments (2017/2018, 2018/2019, 2019/2020 and 2020/2021);
- Acquired knowledgeable in the Supply Chain Management departmental financial functions

and have access to LOGIS document enquiry selection since 2018 until December 2021 (to pursue my studies in 2022);

- Participated in a submission of research project for 8th AFENET Conference through FETP program in August 2021;
- Acting Assistant Manager Administration in 2017;
- Part of the committee ensuring compliance with Balance Score Card year 2015/2016 until 2016/2017;
- Managed Environmental Health services for 3 hospitals in the complex Itemoheng/JDNewberry/ Phuthuloha District Hospital;
- Facilitated the placement of Community Service EHPs and supervision and support of Community Service Environmental Health Practitioners allocated to the Itemoheng/JDNewberry/Phuthuloha District Hospital complex.

References:

Lorraine Mayeng -Regional Co-Ordinator Health Care Services
Free-State and Northern Cape Region –

Department of Correctional Service

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Sr AT Mashiloane -Infection Prevention and Control Coordinator
Itemoheng District Hospital

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Ms F. Thobile Sikhosana-Ondala - Environmental Health Practitioner
Setsoto Local Area

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