

1. Biographical Information:

Name: Melanie – Jane Lewis
Address: 39 Pauline Street
Constantia Kloof
Roodepoort
1709
Contact Numbers: 079 135 1725
E-mail Address: melaniejanelewis@gmail.com
D.O.B.: 14 September 1982
Driver's Licence: Code 8, International

2.1. Tertiary:

2.2.1. 2004 - 2006

Institution: University of the Western Cape

Degree: Bachelor of Arts

- **Majors:** English, Linguistics, Psychology

Subjects: Anthropology and Sociology
English
Linguistics
Psychology

2.2.2. 2007

Institution: University of the Western Cape

Degree: Bachelor of Arts
Honours (Psychology)

Subjects: Abnormal Psychology
Community Development
Personality Development
Psychological Intervention
Psychological Assessment /Psychometry
Advanced Research Project
B Average Pass

Academic Awards: Golden Key
Leadership Roles: Counselling First Years

2.3. Post Graduate Training:

2008

Institution:

University of the Western Cape
Department of Psychology

Subjects:

Adult Psychopathology
Case Integration
Child Psychopathology
Community Psychology
Contextual Analysis
Dynamic Formulation
Ethics
Foundational Skills
Health Psychology
Neuropsychology
Object Relations
Psychological Assessment
Psychometric Assessment
Psychopharmacology

Research Skills:

Data Analysis
Data Collection
Proposal Writing
Questionnaire Design

Therapies:

Brief Therapy
Child Therapy
Cognitive Behaviour Therapy
Family & Group Therapy
Solution Focused Therapy
Narrative Therapy
Play Therapy
Psychotherapy
Trauma Counselling/Intervention

2.3.2. Psycho-Social Workshops Presented:

2007

**Psychology Department
University of the Western Cape**

Life skills:

- Teenaged Pregnancy
- Conflict Management
- Substance Abuse
- Sexuality (HIV, AIDS)
- Leadership
- Self Esteem

3. Post Graduate Qualification:

Registered Counsellor, 2011

Health Professions Council of South Africa

Provider: Psychology Board

Regulatory Course, 2021

Manufacture & Registration of Herbal and Cannabis Products in South Africa.

Provider: Pharma Connect

Medical Cannabis Skills Programme

1. CBD Education & Product Training.

JMW S8: NQF Level 4

Certificate Issued: 07/02/2021.

2. CBD for Skin and Body Health.

JMW S6: NQF Level 4

Certificate Issued: 07/03/2021.

3. Identify common conditions and provide information relating to health and Medical Cannabis.

JMW 001- NQF Level 4

Certificate Issued: 31/03/2021.

4. CBD for Pets

JMW S2: NQF Level 4

Certificate Issued: 12/04/2021.

5. Applying ethical and legally compliant behaviour in Medical Cannabis pharmaceutical, healthcare and retail environments.

JMW 003- NQF Level 03

Certificate Issued: 09/05/2021.

6. CBD for Children

Exploring safety and therapeutic benefits for CBD use in children.

JMW S5: NQF Level 4

Certificate Issued: 09/06/2021.

7. CBD for Sports Recovery and Performance

Exploring how CBD offers a non-toxic, non-addictive, virtually side-effect-free alternative when treating chronic and acute pain.

JMW S7: NQF Level 4

Certificate Issued: 15/07/2021.

8. Cooking with Cannabis Short Course

Learn how to make gourmet cannabis edibles.

JMW 3: NQF Level 4

Certificate Issued: 05/01/2022.

Provider: The Cannabis Institute
MERSETA & AGRISETA Accredited Institution.

4. Employment History:

October 2023 – July 2024

Company: Equanimity Wellness
Position: Medical Science Liaison
Area: Johannesburg North and West
Therapeutic Area: Ketamine Infusions
Central Nervous System
Depression & Anxiety
Chronic Pain Management
Neurology (Epilepsy, Migraine)

Responsibilities: Sourcing and interpreting clinical studies on the use Ketamine Infusions.
Developing Training material for the sue of Ketamine to treat various disorders.
Developing Pre-marketing strategies for Ketamine Infusions.
Patient Education & Liaison.

Customers: Psychiatrists
Oncologists
Rheumatologists
Neurologists
Pain Specialists
Specialist Physicians
General Practitioners
Anaesthetists

February 2020 – September 2023

Company: CANNAFRICA, a Division of Labat Healthcare

Position: Medical Science Liaison/Regulatory Advisor

Area: National

Retail Sector
Research & Development Sector

Travel: 10%

Therapeutic Area: Cannabis
Endocannabinoid Deficiency Syndrome
Oncology
Chronic Pain Management
Neurology (Epilepsy, Migraine)
CNS (Anxiety & Depression)
Over the Counter Portfolio

Responsibilities: Sourcing and interpreting clinical studies on Medical Cannabis.
Developing Training material for Medical Cannabis.
Developing Pre-marketing strategies for Cannabis.
Liaising with SAHPRA for Cannabis Product Registrations.
Patient education.
Procurement of Stock.
Training of Retail Staff.

September 2017 – Dec 2019

Company: BGM Pharmaceuticals

Position: Medical Science Liaison

Area: Gauteng, Western Cape, Northwest, Northern Cape, Kwa Zulu
Natal

Both Private & State Sectors

Travel: 10%

Customers: Oncologists
Rheumatologists
Pain Specialists
Specialist Physicians
Gastroenterologists
Hospital Pharmacists
General Practitioners
Anaesthetists

Therapeutic Area: Section 21 Applications:
Cannabis
Emergency Drugs for Hospital Use:
Cloxacillin
Cytarabine
Dactinomycin
Hepatitis B Immunoglobulin
Noradrenaline
Phenytoin Sodium
Polymyxin B

Cardiovascular
CNS
Over the Counter Portfolio

Responsibilities: Sourcing and interpreting clinical studies on Medical Cannabis.
Developing Training material for Medical Cannabis.
Developing Pre-marketing strategies for Cannabis.
Liaising with SAHPRA for Section 21 Authorizations.
Patient education for approved Section 21 Cannabis Applications.
Facilitating all Section 21 applications with Healthcare Professionals.

Sourcing and applying for Out-of-Stock Hospital Medication on Section 21.

November 2016 – August 2017

Company: Quintiles (Abbott Laboratories)

Position: Professional Sales Representative

Area: West Rand

Country Trips: Rustenburg, Mafikeng, Lichtenburg, Vryburg, Potchefstroom.
Klerksdorp

Customers: General Practitioners
Specialist Physicians
Cardiologists
Gastroenterologists
Endocrinologists
Dieticians
Pharmacists

Products: Freestyle Optium Neo Glucometer
Freestyle Optium Neo Hospital Glucometer

Responsibilities: Responsible for the area glucometer sales in the Johannesburg Northwest Region.
Maintain and grow market share of the Freestyle meters versus competitors in private practice as well as in all Key Private Hospitals.
Training all nurses and Diabetic nurse educators at targeted CDE clinics and private hospitals.
Training pharmacists, pharmacy assistants, dieticians on use of Glucometer.
Educating diabetic patients on use of glucometer.
Close collaboration with Sanofi diabetes team and nurse educators.

February 2015 – November 2015

Company: University of Cape Town

Position: Lecturing/ Facilitation of Fine Art Students.
Facilitating Workshops with Political Science Students.

Lecturing /Facilitation of Basic Counselling Skills for the Discrimination and Harassment Office.

Duties: Preparation & Presentation of Training Material.
Report Writing.

July 2014 – November 2015

Company: Jungle Fever (Part Time)

Position: Sales Representative

Duties: Sales, Cold Calling.
Source and Identify New Business.
Customer Liaison.
Invoicing.
Product Training.

June 2013 – end June 2014

Company: Evo-labs

Position: Training and Congresses Coordinator for the Western Cape (Consultant)

Duties: Soliciting, arranging, co-ordinating and conducting training for hospital nursing staff, pharmacy front shop assistants, beauty school students and retailers with in-house pharmacies.

Training on various aspects of skin and wound care and conducted training at wound and burn care units in the Western Cape.

Stand facilitation at national medical congresses.

Co-ordinating the roll out in the Western Cape region of annual projects: Pregnancy Education Week, Nurses Day, room visits to Gynaecologists, Dermatologists and Plastic Surgeons etc.

Contribute towards the annual planning process.

Administration of activities (e.g. meeting attendance, minutes, weekly planners, monthly reports, training and congress schedule maintenance, co-ordinating collateral, congress reports and data base updates).

Maintaining national databases to support hospital, dermatology, gynaecology and antenatal activities.

Reason for leaving: Contract ended.

2009 – 2012

Company: Eaves Roof Window & Skylights

Position: Personal Assistant to the Managing Director

Duties: Billing of Debtors and Payment Follow up
 Coordination of Advertising
 Customer Liaison
 Devising Strategy Plans to Attract New Business
 Identify and Solve Problem Areas to Meet Clients Expectations
 Invoicing, Sales & Quotations
 Liaison with Production to follow up Jobs in the Factory
 Manage and Maintain Personnel Files
 Managing an Existing Portfolio of Clients
 Management of Clients Queries and Complaints
 New Business Development by Sourcing New Leads, Cold Calling
 Research Assistance
 Source and Identify New Business
 Sourcing and Ordering of Raw Materials
 Weekly Reporting on New and Existing Business

Employer: Mr. Nigel Eaves

January 2010 – July 2010

Organization: LifeLine/ChildLine WC
Youth Development Programme

Position: Intern / Counsellor

Duties: Counselling, Administration, Facilitation
Life skills training and workshops

Supervisor: Ms B Ross

6. Part-Time Employment

2002 – 2021

Aurora MJ Trading (Self-employed)

Position: Owner

Duties: Merchandise sourcing and sales.
Management of sales staff.
Merchandising and promotion.

Skills:

My work experience has enabled me to:

- Relate to people of different backgrounds and cultures.
- Work well under pressure.
- Develop good analytical and problem-solving skills.
- Become Pro-active as opposed to Reactive.
- Face challenges positively and able develop contingency plans at any point.
- Work effectively both independently and as part of a team.
- Develop strong selling and training skills and ability to build lasting colleague, customer and supplier relationships.

References:

Mr. Gorden Walters

Financial Director
Labat Africa Ltd.
082 700 8342

Mr. Martin Magwaza

CEO of Tautomer
Tautomer
(Former CEO of BGM Pharmaceuticals)
072 564 0317

Mr. John Smith

Commercial Manager Abbott Diabetes Care
Africa Region
Abbott Laboratories
083 304 0196