

CURRICULUM VITAE

I BIO DATA

Name	Michael Matthew Amara
Date of Birth:	28 th November, 1968
Place of Birth:	Pelewahun Njaluahun Chiefdom, Kailahun District
Sex:	Male
Marital Status:	Married with four children
Nationality:	Sierra Leonean
Religion:	Christian
Languages Spoken:	English, Mende, Krio
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II JOB EXPERIENCE

Date	Organization/Institution (Position)	Responsibilities/Duties
April 2002 to Date	Ministry of Health and Sanitation <u>Position</u> Health Economist	<ol style="list-style-type: none"> (1) To participate in the annual planning, budgeting and review process, with special responsibility for conducting economic analysis of the various programs being proposed. (2) To assist in the development and establishment of the long-term strategic direction of the Ministry of Health and Sanitation. (3) To support the Human Resources development efforts of the Ministry of Health and Sanitation by participating in the relevant training of various categories of staff. (4) To participate in the decision making process of the Ministry of Health and Sanitation by attending regular meetings of the top management team (TMT) and any other statutory bodies. (5) To conduct regular consultations at all levels of the Health Care delivery system with headquarter staff, Directors, District Medical Officers and other District Health Management Team members on the economic aspects of

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		<p>management of the Health services with a view to improving their overall performance.</p> <p>(6) To review and update the National Health financing policy in close collaboration with all relevant colleagues, especially those from the Directorate of Planning and information, Directorate of Financial Resources and Directorate of Primary Health Care.</p> <p>(7) In consultation with the relevant staff to review and update the essential Drugs Cost – Recovery system.</p> <p>(8) To review the activities and programs of other contributors to the Health Care delivery system (eg NGOs and UN agencies) to ensure their economic compatibility with the overall goal of the Ministry of Health and Sanitation and Government of Sierra Leone.</p> <p>(9) To assist in monitoring the disbursement of funds for various activities.</p> <p>(10) To produce quarterly reports of the activities conducted, including recommendations for improvement at the various levels of Health Care delivery system.</p> <p>WORKING RELATIONSHIP</p> <p>(1) To internally work closely with all Directors and Managers, but especially with the Director of Financial Resources and the Donors/NGO Liaison Officer.</p> <p>(2) Externally to interact with the Ministries of Finance and Development and Economic Planning, Consultants and others necessary during the performance of duties.</p> <p>(3) Office – based post with frequent visits to Health Care delivery facilities and programs countrywide.</p>
Date	Organization/Institution (Position)	Responsibilities/Duties
2001— March; 2002	<p>National Power Authority (N.P.A)</p> <p><u>Position</u> Management Accountant</p>	<p>(1) Providing detailed analysis of the annual estimated departmental costs to enable the Management Accountant prepare the annual budget.</p> <p>(2) Compare actual cost to budget and highlights adverse/favourable variances on a monthly basis.</p>

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		<ul style="list-style-type: none"> (3) Prepare supporting schedules for the consideration of the Management Accountant for proposed tariff increases. (4) Carrying out bi-annual physical verification of all the Authority's Fixed Assets and comparing the results of the exercise with details in the fixed asset register. (5) Maintain a list of all Authority's Assets including details of location, asset identification numbers and cost. Movement of assets between locations should be followed up. (6) Providing details analysis and statistics to enable management to improve the efficiency of the Authority's operations. (7) Prepare weekly and monthly reports of revenue collection and circulate copies to the Management Accountant for further analysis.
Date	Organization/Institution (Position)	Responsibilities/Duties
1997-2001	Freetown City Council <u>Position</u> Assistant City Treasurer	<ul style="list-style-type: none"> (1) Preparing annual Budget for the Council to express Council's policy and to ensure the necessary control of operation. (2) Analysis Budget variances for appropriate management decisions. (3) Producing monthly financial management information. (4) Ensuring that all financial transactions of the Council are correctly and promptly recorded. (5) Preparing periodic statements for both Income and Expenditure of Council. (6) Monthly reconciliation of the Council's bank Accounts. (7) And hoc duties as may be delegated by my supervisors.
Date	Organization/Institution (Position)	Responsibilities/Duties

III ACADEMIC BACKGROUND

Date	Certificate	Institution	Courses offered
Start Date: 10;2004- Finish Date:	Master of Philosophy (M.Phil.) in Financial Management and Account	Fourah Bay College, University of Sierra Leone	1. Strategic Financial Management 2. Financial Management 3. Strategic Business Planning and Development

06;2006			4. Financial Reporting 5. Advance Corporate Reporting 6. Auditing
Date: June; 2006	Module 1; <u>Quality of Life</u> ; York Expert Workshop in the Socio Economic Evaluation of Medicines.	University of York – United Kingdom	
Date: June; 2006	Module 2: <u>Foundations of Economic Evaluation in Health Care.</u>	University of York – United Kingdom	
Date: June; 2006	Module 3: <u>Meeting Decision Makers’ Requirements: Advanced Methods for Cost-Effectiveness Analysis.</u>	University of York- United Kingdom	
Start Date: 10 1991 Finish Date 06 1996	Bachelor of Science (B.Sc) in Economics and Social Studies, with Honours in Accounting	Fourah Bay College, University of Sierra Leone	<p style="text-align: center;"><u>Core</u></p> <ol style="list-style-type: none"> 1. Costing Accounting 2. Management Accounting 3. Managerial Accounting and Finance 4. Financial Accounting <p style="text-align: center;"><u>Options</u></p> <ol style="list-style-type: none"> 1. Micro-and Macro Economic Analysis I and II 2. Quantitative Methods 3. Statistical Methods 4. Company Law 5. Law of Contract, Agency, Sale of Goods and Negotiable Instruments
	<i>PUBLICATIONS</i>		
January 2008	Three Year Rolling Plan and Budget for 2008-2010 – Ministry of Health and Sanitation		
October; 2007	Sierra Leone National Health Accounts (NHA) for 2004, 2005 and 2006 financial year.		
August;	Cost Effectiveness Analysis of HIV/AIDS		

2007	Interventions	
July; 2005	Cost Benefit Analysis of Tuberculosis/Leprosy Interventions; funded by Global Fund	

IV SKILLS

Programme
<p>1.0. Computer literate emphasis on:</p> <p>1.1. MS word processing,</p> <p>1.2. MS Excel, Access,</p> <p>1.3. STATA and</p> <p>1.4. Graphics.</p> <p>2. Accounting and Economics.</p> <p>3. Administrative and Management skills.</p>

REFERENCES

<p>1. (1) Mr. A.M. .Doherty Head of Account and Financial Management Dept. Fourah Bay College University of Sierra Leone.</p>	<p>2. Dr. Dante Alie Bendu ; Senior Lecture Account and Financial Management Dept. Fourah Bay College, University of Sierra Leone</p>
<p>3. Dr. Clifford W. Kamara Director of Planning and Information, 5th Floor East Wing, Ministry of Health and Sanitation, Freetown. Sierra Leone. 232 -22- 240-068 (O) 232-22-235-063 (F) 232-76-601-494 (M) 232-33-601-494 (M) E-mail: cwkamara@hotmail.com</p>	<p>4. Mr. Mohamed A. Sandi Director of Financial Resources 4th Floor, West Wing, Ministry of Health and Sanitation Youyi Building Freetown, Sierra Leone. 232-33-634-222 (M) 232-76-634-222 (M) E-mail: masandi@sierratel.sl</p>

Prepared and presented by:

Michael Matthew Amara

Date