

Richard Oriedo

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CAREER PROFILE

A highly motivated, methodological and experienced quality professional with over 10 years hands on experience as a Microbiologist with expertise in the areas of quality assurance & control, training and development.

Proven track record of creating and implementing successful quality training plans that enable employees to meet their objectives.

Quality Management System specialist and Auditor in ISO 9001, ISO 14001, ISO/IEC 17025, ISO 22000, HACCP and OHSM driving Quality, Compliance, and Continuous Improvement across diverse departments that drive organizational growth.

WORK EXPERIENCE

MICROBIOLOGIST, ELEMENT MATERIAL S AND TECHNOLOGY, DOHA, QATAR. 11/2024-CURRENT.

- Perform RNA extraction and dPCR amplification of RNA on wastewater samples, focusing on SARS-CoV-2, Flu A & Flu B, MRSV, Pepper Motile Virus and other viral pathogens of public health concern.
- Conduct food, water and swab sampling at client sites for microbiological and chemical analysis in accordance with APHA and ISO standards.
- Maintain accurate laboratory records of all submitted samples and test results, ensuring compliance with internal standards and certifications.
- Conduct quality control checks on laboratory materials, methods, and equipment to ensure the highest accuracy in testing and results.
- Interpret and validate test results, preparing detailed reports and documentation for stakeholders.
- Assist with the evaluation of new molecular testing products and laboratory procedures, contributing to continuous improvement of testing methods.
- Participate in proficiency testing programs, ensuring laboratory practices meet industry standards and regulatory requirements.
- Communicate effectively with team members and external partners regarding technical findings and laboratory processes.
- Performed microbiological analysis of water samples for various pathogens using standard microbiology techniques, including culturing, staining, and microscopy.

- Manages sample documentation and ensured proper handling, storage, and disposal of biological materials.
- Participated in routine laboratory maintenance, including calibration and troubleshooting of laboratory equipment.
- Collaborate with the supervisor to interpret experimental results and assist in report generation using LIMS.

INTERNAL AUDITOR-OHS MANAGEMENT SYSTEM (ISO 45001:2018), SGS KENYA LIMITED. 11/2024.

- Evaluate the organization's compliance with the ISO 45001:2018 standards and relevant legal and regulatory requirements.
- Assess the effectiveness of the OHS management system, ensuring that it meets its intended outcomes, such as reducing workplace hazards and improving employee safety.
- Identify gaps or weaknesses in the OHS processes and recommend improvements to enhance performance and compliance.
- Analyse risk management practices related to occupational health and safety, ensuring that risks are effectively identified, assessed, and mitigated.
- Promoting awareness of OHS policies and procedures within the organization, ensuring that employees understand their roles in maintaining a safe work environment.
- Provide management with objective reports on the status of the OHS management system, including findings, conclusions, and recommendations for action.

05/2024 - CURRENT

CONTRACTED TECHNICAL ASSESSOR - QUALITY MANAGEMENT SYSTEM (ISO/IEC 17025:2017), KENAS.

- Lead comprehensive assessments of laboratories to ensure compliance with ISO/IEC 17025 standards, focusing on technical competence and quality management systems.
- Conduct on-site assessments and prepare detailed reports, including findings, non-conformities, and recommendations for corrective actions.
- Collaborate with clients to address audit findings and implement improvements, ensuring adherence to international standards and regulatory requirements.
- Managed multiple assessment projects simultaneously, ensuring timely completion and high-quality outcomes.

12/2019- 11/2024

TEAM LEAD MICROBIOLOGY/DEPUTY QUALITY MANAGEMENT REPRESENTATIVE, MULTI LAB, SGS KENYA LIMITED| MOMBASA, KENYA

- Develop, implement, and evaluate comprehensive training plans that meet company objectives.
- Design and deliver comprehensive learning activities such as webinars, and e- learning materials.
- Mentor and coach employees to develop their full potential.
- Monitor employees' performance and provide feedback to help them improve.

- Identify areas of improvement in the training programs and develop solutions.
- Utilize up to date methods and technology to deliver engaging learning experiences.
- Manage the process of designing and delivering professional development programs.
- Collaborate with stakeholders to ensure the delivery of effective training.
- Monitor and analyse training program effectiveness and provide feedback to management.
- Directed the effective implementation and maintenance of the Quality Management System, ensuring compliance with company policies and procedures outlined in the Quality and Procedures Manuals.
- Conducted regular audits, implemented corrective actions, and reported system performance to management, resulting in continuous improvement.
- Scheduled and led system and process audits to ensure compliance with policies, resulting in improved efficiency.
- Formulated and implemented QMS policies, objectives, and targets, promoting awareness and communication across all levels of the organization.
- Collaborated with external parties to facilitate QMS implementation and maintained the integrity of the system during planned changes.
- Conducted risk assessment in QMS and continually updating the Risk and opportunity Register for continual improvement.

01/2014- 11/2019

**SECTION HEAD/SENIOR ANALYST, MICROBIOLOGY LAB, SGS KENYA LIMITED|
MOMBASA, KENYA**

- Directed the implementation and maintenance of a Quality Management System (QMS) ISO 9001:2015, ensuring compliance with ISO/IEC 17025:2017 for continuous improvement.
- Headed the planning and technical management of a Microbiology laboratory, achieving quality objectives and overseeing Laboratory Risk Assessment activities.
- Spearheaded internal audit coordination, leading to improved processes, training analysts on analytical standards techniques, and providing quality control guidance to company departments.
- Implemented and maintained a Quality Management System (QMS) ISO 9001:2015.
- Planned and managed the technical operations of a Microbiology laboratory.
- Coordinated internal audits as per ISO/IEC 17025:2017 requirements for continuous improvement.
- Ensured compliance with the laboratory's Q/QC system and ISO/IEC 17025:2017.
- Trained and supervised analysts on analytical standards techniques.
- Managed general laboratory practice (GLP) and conducted Laboratory Risk Assessment activities.
- Oversaw achievement of quality plan objectives and provided feedback during Management Review Meetings.
- Offered specialist quality control advice to company departments as needed.

01/2012- 12/2013

MICROBIOLOGIST, MICROBIOLOGY LAB, SGS KENYA LIMITED| MOMBASA, KENYA

- Conduct laboratory procedures and assays in line with client order reviews.
- Engage in internal assessments and audits when necessary.
- Uphold Good Laboratory Practice (GLP) standards.
- Assess new technologies and methods to advise on their adoption.
- Act as a technical intermediary between quality control and other departments, suppliers, or contractors.
- Investigate deviations and failures to recommend corrective actions, such as root cause

analysis and corrective action (CA).

- Ensure testing procedures are followed correctly according to item specifications, standard test methods, or protocols.
- Analyze and suggest improvements for analytical methods and procedures.
- Conduct laboratory procedures and assays in line with client order reviews.
- Engage in internal assessments and audits when necessary.
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- Assess new technologies and methods to advise on their adoption.
- Act as a technical intermediary between quality control and other departments, suppliers, or contractors.
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- Ensure testing procedures are followed correctly according to item specifications, standard test methods, or protocols.
- Analyze and suggest improvements for analytical methods and procedures.

EDUCATION

2006 - 2010

Bachelor of Science Degree in Microbiology, Moi University, Eldoret, Kenya.

AUGUST 2023

Certified as Data Analyst, Web design, DOT Kenya.

HONOURS AND AWARDS

- **Third Position in Africa & West Europe (AWE) Regional OI Quiz**, Issued by SGS Kenya Limited, March 2023.
- **Best Student in Microbiology**, Issued by Moi University.

PROFESSIONAL AFFILIATIONS

- Global Outreach Member, American Society for Microbiology (ASM), **2019-Present**(Membership No. 200102057).
- Associate Member, Microbiology Society (MS), **2019-Present** (Membership No. 026836)

CERTIFICATIONS

- Digital PCR, ZAHRAWI.
- WEB Design & development, DOT Kenya.
- Data Analysis, DOT Kenya.
- Train the Trainer (TOT), LinkedIn.
- Strategic Thinking, LinkedIn.
- Hazard Analysis and Critical Control Points (HACCP), SGS.
- ISO 22000:2018 -Food Safety Management Systems, SGS.
- ISO 9001:2015(Auditor- Quality Management Systems), SGS.
- Integrated Management Systems - ISO 9001:2015, ISO 14001:2015 and ISO 45001:2018, SGS.
- Internal Auditor training, Environmental Management Systems – ISO 14001:2015, SGS.
- Root Cause Analysis and Corrective Action- SGS.
- First Aid– St. John Ambulance Kenya.

- Fire Marshall – St. John Ambulance Kenya.
- Internal Auditor training – ISO/IEC 17025 :2017, Kenya Bureau of Standards (KEBS).
- ISO/IEC 17025:2017 – Implementation Training Course, KENAS.
- ISO/IEC 17025:2005 – Implementation Training Course, KEBS.
- SLIM Super user training – SGS Kenya Limited.
- Statistical Method Validation and Uncertainty of measurement –KEBS.
- Internal Auditor training – ISO/IEC 17025 :2005, KEBS.
- Inbound Certification -**Hub Spot**
- Project Management Essentials - **Cornerstone OnDemand Foundation**
- Procurement and Logistics - **Cornerstone OnDemand Foundation**
- Data Analysis and Planning - **Cornerstone OnDemand Foundation**

CORE SKILLS

- Presentation Skills
- Communication Skills
- Organizational Skills
- Interpersonal Skills
- Training Facilitation
- Project Management
- Training Delivery
- Process Improvement
- Risk Assessment
- Process Documentation
- Auditing (Assessment)
- Biochemical identification (ISO and BAM)
- Team Collaboration
- Problem Solving and Customer focus.
- Database Management
- Microsoft Office Suite (Microsoft Word, Excel, Access)
- Root Cause Analysis and Corrective Action
- Performance Review
- Critical Thinking
- Effective Multitasking
- Employee Training
- Interpersonal Communication
- Inventory Management
- Quality Assurance/Control
- Data Analysis and Presentation
- Validation and verification of methods
- Quality Management System (QMS -ISO 9001:2015)
- Quality Management System (ISO/IEC 17025:2017)
- Microbiology (Food, water and non-food-cosmetics and fuel) and Sterility testing.

REFERENCES

Available Upon Request.