

CURRICULUM VITAE

PERSONAL INFORMATION

Name **Jarmila Vedralová**
Nationality Czech Republic
Date of birth 27. 06. 1976

EDUCATION

Palacký university Olomouc – Faculty of Health Sciences
M.A., Healthcare Management, 2005

Charles University in Prague – Third Faculty of Medicine
B.A., Public Health, 2001

Higher Vocational Medical School MEDEA in Prague
A levels, Paramedic, 1996

Grammar School in Liberec
A levels in natural sciences, 1994

WORK EXPERIENCE

Ministry of Health of the Czech Republic

1999 - present

2007 – present – Department of Health Care
Subdivision of Health Programs

Position Chief Minister Counsellor

Job description

Complex processing of the agenda of the drug policy of the MoH including interdepartmental and international cooperation in the area of prevention of addictions, such as:

- Factual processing of the law regulations in the area of drug policy, e. g. the bill on protection of health against addictive substances
- Processing of the non-legislative documents in the area of anti-drug policy, e. g. Action plan for elimination of damage caused by alcohol in the Czech Republic for the period 2015 – 2018
- Cooperation in processing of the interdepartmental strategic documents in the area of the drug policy – National drug policy strategy for the period 2010 – 2018, including relevant action plans
- Preparation of standpoints to materials meant for meetings of the Governmental Council for coordination of the drug policy
- Administration and management of the grant procedure of the program “Drug policy of the Ministry of Health”
- Representation of the MoH at the meetings on drug policy problematics

- Representation of the Czech Republic in the Committee of the European Commission for national policies and actions in the area of alcohol
- Processing of the public inquiries on drug policy problematics

2006 Department of Healthcare and Pharmacy
 Subdivision of Health Programs
Position Deputy Director, Head of the Subdivision

Job description

Professional leadership of the employees of the Subdivision of Health Programs, factual cooperation in preparation of the legislation in the area of healthcare and pharmacy, processing of the agenda of the drug policy of the MoH

2001 – 2005 Department of Healthcare
 Subdivision of Health Programs
Position Officer

Job description

Complex processing of the agenda of the drug policy of the MoH including interdepartmental and international cooperation in the area of prevention of addictions, such as:

- Factual processing of the law regulations in the area of antidrug policy, e. g. the law No. 379/2005 on measures for protection against damage caused by tobacco products, alcohol and other addictive substances, and on changes of the relevant laws, as amended
- Cooperation in processing of the interdepartmental strategic documents in the area of the drug policy
- Preparation of standpoints to materials meant for meetings of the Governmental Council for coordination of the drug policy
- Administration and management of the grant procedure of the program “Drug policy of the Ministry of Health”
- Representation of the MoH at the meetings on anti-drug policy problematics

1999 – 2000 Department of International Affairs
Position Officer

Job description

Cooperation in processing of the agenda associated with the membership of the Czech Republic in World Health Organisation, preparation of the professional representatives of the Czech Republic for meeting of the WHO, cooperation in coordination of performance in activities of the Czech Republic resulting from Zdraví 21, long-term program of improvement of the health condition of the Czech citizens

1997 – 1998 Motol University Hospital
 Pediatric Oncology
Position Medical Assistant

1994 – 1996 The Rescue Service of Prague
Position Paramedic

LANGUAGE SKILLS

English – active user

Slovakian – active user

German – passive knowledge

Russian – passive knowledge

OTHER SKILLS

IT skills including Word, Excel, Power Point, Outlook, ASPI, internet

Driving licence, group B

Flexibility, responsibility, diligence, organisational and communicative skills, stress resistance.