

Curriculum Vitae

Personal information **Maija Cirкина**

Work experience

1. Employer: SIA Kalmes LB
 - Start date: 072006
 - End date: 072007
 - Position: Licensed Pharmacist
 - Activities: Dispensation prescription/non_prescription medicinal products to patients; providing of information about medicinal products
 - Country: Latvia
2. Employer: State Agency of Medicines
 - Start date: 082007
 - End date: 122009
 - Position: Expert
 - Activities: Coordination/evaluation of documentation of MRP/DCP variations
 - Country: Latvia
3. Employer: State Agency of Medicines
 - Start date: 012010
 - End date: 022015
 - Position: Head of Procedure Coordination Sector
 - Activities: Coordination of MRP/DCP new applications, renewals; work organization in the sector
 - Country: Latvia
4. Employer: State Agency of Medicines
 - Start date: 022015
 - End date: 102024
 - Position: Head of Procedure Coordination Division
 - Activities: Work organization in the Division _ validation of the applications, coordination of MRP/DCP/NP/CAP new applications, renewals, variations, PSUR/PSUSA; ensuring of internal processes
 - Country: Latvia
5. Employer: State Agency of Medicines
 - Start date: 112024
 - End date:
 - Position: Head of Primary expertise and Procedure Coordination Division
 - Activities: Work organization in the Division - validation of the applications, coordination of MRP/DCP/NP/CAP new applications, renewals, variations, PSUR/PSUSA; ensuring of internal processes
 - Country: Latvia

Education and training

1. Subject: Medical Academy of Latvia
 - Start date: 092001
 - End date: 062006
 - Qualification: Degree of Pharmacist
 - Organisation:
 - Country: Latvia
2. Subject: State Agency of Medicines
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: QUALITY_ASSESSORS TRAINING ON "EFFICIENT AND EFFECTIVE QUALITY ASSESSMENT " (November 2011; Lecturer _Cornelia Nopitsch_Mai, BfArM, Germany)
 - Country: Latvia
3. Subject:
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: EMA Webinar 'SmPC Advisory Group Webinar – Pharmaceutical information' (October 2013)
 - Country:
4. Subject:
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: EMA Webinar 'ASMF Worksharing procedure' (November 2013)
 - Country:
5. Subject: Master Training
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Effective Manager in Public Administration" (2018)
 - Country: Latvia

6. Subject: European Commission, Structural Reform Support Service, Ministry of Health of Latvia and the Health Services Management Training Centre at Semmelweis University, Budapest
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: "Latvian Health Executive Programme" (Managing the system, managing the economics of health care, managing technologies and infrastructure, managing reform and change, political communication and communication in crisis, project management) (2018)
 - Country: Latvia
7. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Case management by regulatory specialists for DCP applications both in the role as RMS and CMS" (13 hours, 29.10._30.10.2019)
 - Country: Netherlands
8. Subject: The Latvian School of Public Administration
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Participation in practical workshops on LEAN system learning (36 hours, 2019)
 - Country: Latvia
9. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Case management on MRP for "zero day" MRPs, orphan similarity, conditions to MAs & RMP assessment" (8 hours, October 2020)
 - Country: Netherlands
10. Subject: The Latvian School of Public Administration
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Improvement of management skills" (12 hours, September_October 2020)
 - Country: Latvia
11. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Provision of SPOR OMS translations by NCA" (1 hour, 2022)
 - Country: Netherlands
12. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Introduction to herbal medicinal products applications" (1 hour, 2022)
 - Country: Netherlands
13. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Regulator's dialogue - A glimpse into the dossier: overview of the legal framework and the different types of applications that can be used for an MAA efficacy " (1.5 hour, 2023)
 - Country: Austria
14. EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Regulator's dialogue - What is an eCTD? CTD Basics and development of e-submissions" (1.5 hour, 2023)
 - Country: Austria
15. Subject: Master Training
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Misunderstood profession: Manager" (5 hours, 2023)
 - Country: Latvia
16. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Regulators' Dialogues - Session 4 - Validation and start of a DCP - A guidance through the dossier and the eAF " (1.5 hour, 2024)
 - Country: Austria
17. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Regulator's Dialogues - The clock off period from the case manager's perspective" (1.5 hour, 2024)
 - Country: Austria
18. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Regulators' Dialogues - Preparation is key - The Presubmission Phase" (1.5 hour, 2024)
 - Country: Austria
19. Subject: EU Network Training Centre
 - Start date:
 - End date:
 - Qualification: Learner
 - Organisation: Training course "Training session on IRIS Network Portal and SharePoint use for post-authorisation regulatory procedure management" (2024)
 - Country:

Additional information

Publications

Projects

Memberships

1) Latvian Presidency of the Council of the EU 2015 Riga, 6 – 7 May 2015, Co_ordination Group for Mutual Recognition and Decentralised Procedures – Human (CMDh) Informal meeting, Presentation: Best practise session – national phase 2) NCA SPOR Change Liaison 3) Membership in the CMD(h) – Coordination Group for Mutual Recognition and Decentralised Procedures – Human • Member of the CMD(h) (since May 2020)

Other Relevant Information