

## CURRICULUM VITAE 2020

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### Personal Summary

Motivated and experienced in computer operations, very attentive to detail and outstanding follow through. Proficient in the functionality of a computer and various processes. Detail-oriented individual with the ability to tailor suit services. Years' of experience working with computers in fast-paced and team-based environments various.

### SKILLS AND COMPETENCES

- Reacts to change, ambiguity and uncertainty with confidence and openness; seeks new experiences to develop capabilities; solicits and acts on feedback.
- Fosters a sense of urgency and commitment to achieve goals and create a customer-focused environment takes initiative to proactively address critical issues.
- Creates a feeling of energy; excitement, and personal investment; inspires others to excel.
- Thinks critically, anticipates long-term challenges and trends.
- Translates ideas and concepts into practical applications.
- Organizes, coordinates and manages resources, time and people to achieve key goals while considering both strategy and efficiency.
- Confident and innovative individual with the ability to work well under minimum supervision
- Embraces cultural differences and pays attention to working seamlessly in a diversified environment
- Positive attitude, resilient and open to new ideas
- Fluent English speaker (also fluent in my native Shona)
- Exceptional team player who possesses good interpersonal and communication skills
- Highly flexible and adaptable to any environment
- Punctual

### EDUCATION AND TRAINING

#### National Certificate in Mechanical Engineering

*Kwekwe Polytechnic, Kwekwe, Zimbabwe (2012-2014)*

#### GCE Ordinary Level

*Murehwa High School, Murehwa, Zimbabwe (2007-2010)*