VIMBIKAI A. CHIKUMBIRIKE

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# EDUCATION

**University of Massachusetts Lowell: Kenndy College of Sciences** September 2022- May 2026

Bachelor of Science: Computer Science – General Option GPA: 3.6

Dean’s List: Fall 2022,

**Middlesex Community College**  January 2023- December 2024

Associates: Computer Science GPA: 3.39

Dean’s List: Spring 2023, Fall 2023, Spring 2024

# EXPERIENCE

**Dwelling House of Hope (2023-CURRENT)**

*Program Assistant*

* Maintaining accurate financial records and performing book-keeping.
* Updating and managing the organization's website to ensure timely information.
* Recruiting, training, and coordinating volunteers for various programs.
* Assisting in developing and distributing annual reports and impact statements.
* Providing English translation services for non-English-speaking clients.
* Securing funding for non-profits as a trained Grant Writer.
* Managing non-profit operations, ensuring efficient program delivery and successful community outreach.

**Quality Choice Staffing (2024)**

*Direct Service Professional*

* Providing direct care assistance to clients with disabilities, both physical and mental, using my CPR-First Aid certifications.
* Assisting clients with **Activities of Daily Living (ADLs)** such as dressing, bathing, grooming, and feeding.
* Supporting clients with **Instrumental Activities of Daily Living (iADLs)** including meal preparation, medication management, and transportation.
* Monitoring and documenting clients' health status and progress, reporting any changes to supervisors or healthcare professionals.
* Ensuring a safe and supportive environment by following care plans and safety protocols.
* Providing emotional support and companionship, promoting client independence and dignity.
* Assisting in mobility support, including the use of assistive devices such as wheelchairs or walkers.
* Coordinating with healthcare providers, families, and other care staff to ensure comprehensive care.
* Participating in ongoing training to stay updated on best practices in disability and elderly care.

**DANAI CHILDREN'S HOME (2019-2020)**

* Assisting children aged 5 months to 20 years with daily activities, crafts, and served as a positive role model.
* Carrying household tasks including cooking, cleaning, laundry, and grocery shopping.
* Teaching children foreign languages, including English, focusing on reading and writing skills.

# ADDITIONAL INFORMATION

* **Languages:** English, Shona, Beginner Spanish.
* **Computer Skills:** MS OFFICE, JAVA, C++, JAVASCRIPT, BOOTSTRAP, HTML, CSS, LINUX, JSON, REACT, GIT, GITHUB.
* **Community Service / Volunteer Experience:** Volunteered service through Mwanasikana wanhasi, a non-governmental organization. Volunteered with Dwelling House of Hope, Inc 2022.