

BETTINA-LISA SHINAVENE

IT Technician

@ bettinashinavene@gmail.com +264 81 756 0615 Windhoek, Namibia
A skilled Technologist with experience configuring computers, servers and peripheral devices to work within established company and security parameters. Skilled at operating in a wide range of platforms and excellent written and oral communication.

WORK HISTORY

Web Developer Intern

I-Tech Namibia

September 2024 - Now Windhoek, Namibia

- Develop and maintain back-end systems using Django and python.
- Design database schemas manage database with Postgresql and SQLite3.
- Build region-specific systems to allocate resources such as IP block and facilities.
- Set up and troubleshoot VPNs, loopbacks and hierarchical structure in IT systems.
- Familiarity with version control like Git and platforms like Github.
- Build and manage models, views and templates in web development.

Census Team Supervisor

NSA Census

july 2023 - Oct 2023 Windhoek, Namibia

- Train and supervise a team of enumerators.
- Ensure that enumerators are following established procedures and protocols.
- Address and resolve any issues or challenges that may arise during field operation
- Implement and maintain quality control measures to ensure accurate and reliable data collection.
- Assign territories and responsibilities to team members

Presidin Officer

Electoral Commission of Namibian

Nov 15 - Nov 29 Windhoek, Namibia

- Handled computer system troubleshooting and provided technical support.
- responsible for overseeing the voting process.
- maintaining order at the polling station.
- verifying voters' eligibility and ensuring a fair and smooth election.

IT Intern

The International Universal of Management

Jul 2017 - Jul 2018 Windhoek, Namibia

- Handled computer system troubleshooting and provided technical support.
- installed, modified and repaired software and hardware to resolve technical issues.
- Helped the University set up equipment for meetings, events and operations.
- System and Network Administration.
- Troubleshoot and maintenance of computer servers like Active Directory, DNS and DHCP.
- Support users in the use of computer equipment by providing necessary training and advice.
- Perform IT Inventory.
- Ensuring security and efficiency of IT infrastructure

SKILLS

- Team Work
- Microsoft Office suite
- Networks
- JavaScript
- System administration
- Technical troubleshooting
- Information System
- SQL

TECHNOLOGIES

- JavaScript
- Windows
- C++
- SQL
- Git
- python

LANGUAGES

English ●●●●●●
Oshiwambo ●●●●●●

EDUCATION

Bachelor in Digital Communications
Technology Honours
The International Universal of Management
2018 Windhoek, Namibia

REFERENCES

Mr. Armstrong Sitwala

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