CONCERN MATITA

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SUMMARY

Business Information Technology graduate with expertise in IT project management, data analysis, and web development. Adept at integrating technical solutions with business strategies to drive efficiency and innovation. Currently working as an ICT Intern at Malawi Post Corporation, specializing in system optimization, web development, and IT support. Passionate about leveraging technology to enhance public service delivery.

WORK EXPERIENCE

ICT Intern, Malawi Posts Corporation   Nov 2024 - Present

- Manage and maintain the corporation's website, ensuring accessibility and efficiency.
- Provide technical support, troubleshooting IT issues for seamless operations.
- Configure and maintain networks, servers, and software systems.

Field Enumerator, DERPIN Project (Digitally Enabled Resilience and Nutrition Policy Innovations)

- Conducted field data collection using Kobo Collect for AI-driven crop growth predictions. February 2025
- Assisted in gathering key agricultural data for crop mapping, harvest forecasting, and vulnerability assessment.
- Collaborated with the Malawi University of Science and Technology and the Farmers Union of Malawi on data-driven research initiatives.

Business Development Associate, Ntha Foundation   Jan 2024 - Nov 2024

- Conducted research on potential customers, competitors, and industry trends.
- Created and managed content for the Digital Skills for Africa platform.
- Assisted the finance team in creating budgets and financial forecasts to support business development projects.
- Planned and facilitated workshops and other events aimed and enhancing organizational growth.

EDUCATION

Bachelor of Science in Business Information Technology (with Credit)   Sep 2019 - Oct 2024
Malawi University of Science and Technology

CERTIFICATIONS

- Aspire Leaders Program Online Leadership Course Certificate [Jan 2025]
- Data Analytics & PowerBi Certification - Great Learning [Jan 2024]
- Data Analylics A-Z with Python Certification - Udemy [Jan 2024]
- Huawei's Certificate of Excellence in Computing Track [Dec 2023]

PROJECTS

Digital Skills for Africa (DSA)

Ntha Foundation   2024

- Served as the Content Manager, overseeing content curation and quality control to ensure relevance for diverse audiences across Africa.

- Managed and optimized platform content for better engagement and accessibility.

ADDITIONAL INFORMATION

- **Technologies:** │ ReactJS │ HTML5 │ CSS3 │ JavaScript │ PHP │ A MySQL │ PHP │ Python │ WordPress │PostgreSQL│ Power BI

- **Soft Skills:** Adaptive, teamwork and collaborative, strong communication, quick learning, Research & content curation

REFERENCES

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