## CURRICULUM VITAE

PERSONAL DETAILS

First names : Mwalye Wisdom

Surname : Susiku

Date of Birth : 8th june, 1993

NRC : 313457/73/1

Marital Status : Single

Religion : Christian

E-mail : [wisdomsusiku@gmail.com](mailto:wisdomsusiku@gmail.com)

Contact Number : +260 974848332

Contact Address C/O Mr E.Susiku Lusaka Apex Medical University

P.O Box , Lusaka

# Profile

I am currently a student from levy Mwanawasa Medical University. I am skilled, conscientious and able to work both independently and in a team. Further, I possess excellent interpersonal skills, am self-motivated, a team player, able to work with minimum supervision, committed to achieving goals, sociable and a good communicator and listener with extensive experience in dealing with the general public. I am hard-working, goal oriented and full of determination to work and perform to meet set goals. I am an achiever, also competent, effective and efficient at handling numerous tasks simultaneously. I am capable of adjusting as the situation demands.

## COURSES SPECIALTY

* MATHEMATICS
* CHEMISTRY
* PHYSICS
* BIOLOGY
* MOLECULAR BIOLOGY
* ANALYTICAL CHEMISTRY
* MICRO BIOLOGY 1 & 2
* ANIMAL PHYSIOLOGY
* ANIMAL DIVERISTY
* ORGANIC CHEMISTRY 1 & 2
* BIOCHEMISTRY 1, 2 AND 3
* HUMAN PHYSIOLOGY
* HUMAN ANATOMY
* BEHAVIOR SCIENCES

# Languages

* Fluent in written and spoken English
* Other languages spoken: Lozi, Tonga, Nyanja, Bemba

# Work Experience

MJ money lenders position: loan officer

## Duties

* Going in the field to meet clients
* Data entry for company clients into the system
* preparing cash outs for workers of the company
* Acting as a mentor to team members.
* Managing budgets and time frames.
* advertisement and marketing
* Assist to answer all loan services and customer phone calls.
* Monitor all loan applications and documents all underwriting processes.

# SKILLS/ABILITIES

* Is able to operate a number of Microsoft packages, Word, Excel, PowerPoint and publisher
* Communication and Interpersonal skills
* Timely meeting of organizational set targets
* Teamwork.
* Reliable
* Flexible
* Problem solving and analysis
* Leadership
* Excellent communication skills
* Computer Literate.
* Excellent Presentation Skills.