

Ishmael Allan

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Address:

C/O Shareef Amidu,
National Registration Bureau,
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Summary

I have excellent organizational skills and am able to prioritize and manage multiple tasks simultaneously. I am comfortable working in a team environment and possess strong communication skills

Skills

- Proficient in Microsoft Office Suite
- Strong attention to detail
- Excellent organizational skills
- Ability to work well in a team environment
- Ability to prioritize and manage multiple tasks simultaneously

Languages

Chichewa	English
Yao	Arabic

Interest

Leading
Watching football & movies
Cooking

Education

International University of Africa – Khartoum, Sudan
Bachelor of Computer Studies
Computer Science
Year: 2022

Mitundu Community day secondary School – Mitundu, Lilongwe, Malawi
Malawi School of Certificate Education (MSCE)
Year: 2013

Kiki Range Private Secondary School – Balaka, Malawi
Junior Certificate of Education (JCE)
Year: 2009

Work Experience

TEACHER | 03/2018 to 10/2018

Community College (English Language House) – Khartoum, Sudan

- Prepare and present lesson plans in academic subjects using traditional and modern teaching techniques.
- Manage student behavior in classroom by establishing and enforcing ruled and procedures.
- Grade exams and assignment to track student progression.
- Use videos, lectures and moderate discussion, increasing classroom interaction to build inclusive learning environment.

PRINTING MACHINE OPERATOR | 10/2013 to 10/2015

IBR – Mitundu, Lilongwe, Malawi.

- Prepare machines for printing and operate one and two-color printing presses, plate makers, hydraulic paper cutters and digital printers and copiers.
- Assist clients in customizing design and layout of business and personal documents.
- Review orders and collect payments from client.
- Printing customized office documents such as programs,

References

1. Mr. Yahaya Jabili,
Head of Computer Department,
Al-Baakir Boys Secondary School,
P.O Box 149,
Domasi,
Zomba.
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