

DEBORAH TAPU TAPU

+260 97 5338487

dtaputapu@gmail.com

Lusaka., ZAMBIA

Hardworking and dedicated general worker with over 2 years of experience in various labor-intensive roles. Seeking to leverage my skills in a dynamic environment at Great North Road Academy, contributing to efficient operations and maintaining high standards of cleanliness and safety.

PROFESSIONAL EXPERIENCE

ZOONA

Zoona Agent

Nov, 2017 – Aug, 2018

Lusaka, Zambia

- Assist customers with money transfer transactions
- Maintain accurate records of all transactions and customer information
- Keep track of daily, weekly, and monthly transaction reports
- Adhere to all legal and regulatory requirements related to money transfers

BLING BOUTIQUE

Sales Assistant

Sep, 2018 – Jun, 2020

Mansa, Zambia

- Assist customers to choose products
- Keep the sales floor organized and well-stocked
- Display stock to promote products
- Perform housekeeping

MANSA GENERAL HOSPITAL

General Worker

Apr, 2021 – Oct, 2023

Mansa, Zambia

- Cleaning and sanitizing patient rooms, restrooms and common areas to maintain hygiene and prevent the spread of infections
- Reporting any issues that require professional maintenance service
- Delivering messages and documents within the hospital
- Disposing of medical waste according to hospital protocols

EDUCATION

Zambia Institute for Diplomacy and International Relation
Diploma International relations and Diplomacy

2023 – Present

Woodland's 'A' Secondary School
O'level Grade 12 certificate

2014 - 2016

SKILLS

- Effective communication skills
- Maintained cleanliness of office buildings, including restrooms, break rooms, and common areas
- Assisted in setting up meeting rooms and event spaces as needed
- Strong attention to detail and commitment to maintaining cleanliness.
- Collaborate with team members to complete tasks efficiently

EXTRA – CURRICULAR ACTIVITIES

Committee Member

Mansa Fitness Team (MFT)

LANGUAGES

- English (Native Speaker)
- French (Basic)

REFEREES

Charity Mambwe Mwabuka

ZAF Twin Palm , Lusaka

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Chewe Bwalya

Bling Boutique CEO, Mansa

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Joseph Masenga Masongo

Mansa General Hospital, Pysiotherapy Department Supervisor

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