



MUNASHE WALTER JOJO

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310A Churchill Road
Prospect
Waterfalls
Harare, Zimbabwe



Date Of Birth: 07/11/1999



ID Number: 63-1624847 W18



Drivers License: Class Four(4)

LANGUAGES

- English
- Shona

INTRESTS AND HOBBIES

- Designing electronic prototypes
- Discovering new inventions in the IT/Tech industry
- Exploring the field of Robotics

PERSONAL ATTRIBUTES

- Adapting myself to any technological malfunction
- Technical problem-solving capabilities
- Very punctual
- Able to listen and interact well with others

EXECUTIVE SUMMARY

I am an honest and vibrant young lad determined to improve and diversify my abilities in problem identification and solving, while developing and strengthening my life skills and capabilities in order to explore the technical and non-technical fields.

WORK EXPERIENCE

Instrumentation and Process Control Intern -Turnall Holdings | Feb 2022– Dec 2022:

Course Outline:

- Wiring, calibrating and programming Mitsubishi VFDs
- Wiring and programing OMRON PLCs and Mitsubishi PLCs using CX Programmer and MELSEC GX Developer, respectively
- Working with Proface and Delta HMIs
- Interfacing Inductive and photocell sensors to PLCs and embedded systems
- Wiring and calibrating Instrutech and Honeywell Load cell controllers
- Troubleshooting, designing and hard wiring power and control circuits
- Preparing performance reviews and analysis reports
- Executing preventive maintenance and attending to breakdowns
- Plant machinery condition monitoring
- Lean manufacturing and production optimisation

Executive Assistant - KFM Consultants | Dec 2025 – Current:

Duties:

- Conducting research on investment opportunities, and provide analysis on various topics as requested by the executive, ensuring that information is accurate and up-to-date.
- Managing real-estate projects, including keeping project records and communication, ensuring timely completion of tasks, and coordinating with internal and external stakeholders as needed.
- Managing banking affairs for the different projects, including coordinating with banks and financial institutions, managing accounts, and processing transactions.
- Preparing budgets, tracking expenditures, and obtaining quotations for costings to assist in financial planning and decision-making.
- Preparing and/or reviewing reports, presentations, and other materials for the executive, ensuring accuracy and completeness.
- Acting as a liaison between the executive and other staff members, clients, and external partners, ensuring that communication is clear and efficient.
- Attending meetings with the executive, take minutes, and follow up on action Items.
- Overseeing day-to-day management of Airbnb properties, including communicating with guests, facilitating bookings, and ensuring smooth turnovers.



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COMPUTER LITERACY AND TECHNICAL SKILLS

- Proficiency in Microsoft Office Packages
- Basic Knowledge in Workshop and Manufacturing Technologies
- Programming knowledge in C, C++, Python and Web development technologies
- Diverse knowledge in numerous Simulation and CAD softwares (SolidWorks, AutoCAD, MATLAB and Proteus)
- Proficient in ladder logic PLC programming and VFD calibration and configurations
- Troubleshooting and repairing electronic/electrical circuits
- Intermediate appreciation of Solar Technology
- Programming embedded controller driven systems i.e., ESP32 and PIC family
- Designing electronic/electrical circuits and developing PCBs

EDUCATION

Bachelor of Engineering (hons) degree in Industrial Electronics (First Class):
Chinhoyi University of Technology (2023)

Advanced Level: Herentals College (ZIMSEC, 2018)

Ordinary Level: Goromonzi High School (ZIMSEC, 2016)

REFERENCES

- Eng. T Mandaza - Tile Plant Manager (Turnall Holdings Pvt Ltd)
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- Eng. S Chimanyiwa - Department of Industrial Electronics Chairperson (Chinhoyi University of Technology)
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- Eng. D Simango - Department of Mechatronics Chairperson (Chinhoyi University of Technology)
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