

# Tanaka Alexander Machemedze



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♂ Male

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📍 12 St Andrews Hatfield,  
Harare

🚗 Class 4: 00077dk

🌐 LinkedIn Profile

🖱 Portfolio  
(machport.vercel.app)

📅 5th October 1999

🚩 Available - Any time

## EDUCATION

**Master of Technology in Software  
Engineering,**

**Harare Institute of Technology**

Currently Studying  
Harare, Zimbabwe

- Mode of study ... Block Release
- Graduating ... 2025

**Bachelor of Science Hons  
Computer Science,  
Great Zimbabwe University**

August 2018 – June 2022  
Masvingo, Zimbabwe

### PROJECTS:

- Developed an IOT-based vehicle system that detects an accident and automatically sends a message to the emergency responders.
- Designed and built a real-time machine learning face identification and recognition system in OpenCV with Python.

## PROFESSIONAL EXPERIENCE

**Nyanga Rural District Council, Information Technology Intern**

July 2020 – June 2021

### Duties and Responsibilities

- Installing and configuring software applications like OS, antivirus, office suites, etc.
- Troubleshooting hardware and software issues, diagnosing problems, and resolving technical glitches.
- Setting up and configuring computer networks - wired and wireless. Implement security protocols.
- Maintaining and monitoring IT infrastructure, performing preventive maintenance.
- Providing technical assistance and support to end-users over the phone, by email, or in person.
- Installing, configuring, and maintaining printers, scanners, and other peripherals.
- Documenting IT procedures, and policies, Creating knowledge base articles.
- Backing up data, and managing files/folders on central storage drives and servers.
- Asset management - tagging, cataloging, tracking hardware/software. Manage inventories.

**Betheltech Electronics : Contract for Zaka Rural District Council, Networking Assistant**

January 2024 – January 2024

- Assisted in network planning for LAN installation project, ensuring efficient project execution and alignment with company requirements.
- Created comprehensive documentation, including network diagrams, IP address assignments, and device configurations, enabling efficient troubleshooting and maintenance.
- Installed and terminated network cabling infrastructure, adhering to industry standards and ensuring a reliable and scalable network foundation.
- Supported configuration of network devices, such as switches, routers, and access points, optimizing network performance and facilitating seamless communication.
- Ensured proper physical installation of network equipment, including ventilation and cable management, minimizing downtime and costly repairs.
- Collaborated with the team to conduct thorough testing and troubleshooting of the LAN, ensuring a stable and reliable network environment.
- Contributed to the implementation of network security measures, fortifying the company's network against threats.
- Provided exceptional user support, assisting with device connections and addressing basic network connectivity issues, enhancing productivity for employees.
- Updated network documentation to reflect changes made during the LAN installation project, ensuring accurate and up-to-date references for future maintenance and upgrades.

**Calvland IT Solutions : Contract for Zaka Magistrate's Court, Telephone Systems Installation Intern**

February 2024 – February 2024

- Assisted in the installation of telephone extensions with PABX and distribution points, working closely with senior technicians to ensure successful project completion.
- Collaborated with the team to gain a thorough understanding of the project requirements and scope, ensuring alignment with the company's communication needs.

**GCE AS AND A LEVEL,  
Speciss College**

- Passed 3 A-level Cambridge  
Subjects: Applied ICT, Business,  
and Economics

**O-LEVEL, Silveira High School**

- Passed 9 O level Zimsec subjects  
including **Mathematics, Computer  
Science, English, and Integrated  
Science.**

**SKILLS**

Database Management	● ● ● ● ●
Web designing	● ● ● ● ●
Systems Development	● ● ● ● ●
Data Engineering	● ● ● ● ●
Excellent Microsoft Office Skills	● ● ● ● ●
Automation Systems	● ● ● ● ●
Networking	● ● ● ● ●
Communication/ Teamworking skills	● ● ● ● ●

**REFERENCES**

**Mr Musara,**  
*Information Technology Manager,*  
Nyanga Rural District Council  
cly.mach@gmail.com,  
+263771295125

**Mr Mazuru, Network Engineer,**  
Calvland IT Solutions  
+263716674256

**Mr Wakurawarerwa,**  
*Information Technology Consultant,*  
Betheltech Electronics  
0773549543

- Played a pivotal role in the physical installation of telephone extensions, including mounting and connecting telephones, wiring, and distribution points, resulting in a reliable and functional communication infrastructure.
- Helped configure PABX systems, including setting up extensions, assigning telephone numbers, and configuring calling features, optimizing the company's internal and external communication capabilities.
- Ensured the termination and testing of wiring connections, meticulously verifying functionality and adherence to industry standards, minimizing potential disruptions and issues.
- Supported troubleshooting efforts, promptly identifying and resolving issues related to telephone extensions, wiring, or PABX systems, ensuring uninterrupted communication for the company.
- Documented the telephone extension installation project, including comprehensive wiring diagrams, detailed configuration information, and test results, enabling efficient future maintenance and upgrades.
- Assisted in conducting thorough testing and verification of the installed telephone extensions, ensuring seamless connectivity and optimal functionality for the company's communication needs.