

## PHEONA CHIKWATI

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**Origin District:** Balaka

**Traditonal Authority:** Hanja Hanja

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**Address:** Post Office Box 90056, Bangwe, Blantyre, Malawi

### PROFESSIONAL PROFILE

Motivated and detail-oriented ICT graduate with hands-on experience in data entry, web programming, and tech support. Known for quickly mastering software, solving problems, and maintaining high confidentiality standards. Passionate about digital innovation and dedicated to continuous learning. Seeking a challenging position in a dynamic organization where I can contribute technical skills and grow professionally.

### CORE COMPETENCIES

- Web-Based Programming
- Competent in graphics designing
- Confidentiality & Professional Ethics
- Fluent Communication in English, Chichewa
- Strong Time Management & Teamwork
- Data Entry & Data Management
- Analytical & Problem-Solving Thinking

### EDUCATION

#### Malawi School Certificate of Education

St Philomina Girls Catholic Secondary School, obtained in 2020

#### Bachelors of science in ICT

Mzuzu university, obtained in 2026

## **WORK EXPERIENCE**

- Sales Representative, Joyful Investment 2020-2021  
Duties: handling customers, Stroke taking, and other assigned duties

## **HOBBIES & INTERESTS**

- Reading research and tech blogs
- Coding and exploring open-source software
- Analyzing and testing new digital tools
- IT support for peers

## **TRACEABLE REFEREES**

### **Ms. Stella Nalivata**

Joyful investment

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### **Mr. E. Namacha**

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