

CURRICULUM VITAE FOR

SCEVA NKHOMA

C/O Miss Gomani

Malawi Institute of Education

Post Office Box 50

Cell: +265 (0) 881241435/ 991880276

Email: Scevankhoma@gmail.com

Personal Details

Gender: Male

Date of birth: 28/04/1998

Age: 23

Nationality: Malawian

Marital status: Single

Language: English and Chichewa

WORK EXPERIENCE

Employer: Malawi National Statistical Office

Position: Field supervisor

Location: Zomba

Period: August – October 2018

Duties:

- Assigning enumeration areas to enumerators.
- Informing community leaders about the population census project.
- Interviewing respondents.
- Recording demographical data into electronic devices.

Employer: 365 Stationary and IT solutions

Position: IT technician (Intern)

Location: Zomba

Period: June – September 2019 and March – September 2020

Duties:

- Tutoring in introduction to computers
- Providing stationery services to customers – typing, printing, scanning, laminating, Emailing etc.
- Troubleshooting different computer and printer hardware and software problems – power failures, systems crash, system installation and updating, chip level repairing etc.
- Analysing, summarising and visualising research data using SPSS
- Developing websites

Employer: I-TECH

Position: IT tutor and Technician (intern)

Location: Zomba

Period: June – September 2021

Duties:

- Tutoring on general Computer Fundamentals, Electronic Records Management, and Data Science etc.
- Troubleshooting Computer Hardware and Software problems of students from Domasi college of Education and surrounding areas.
- Providing customer care services both physical and online.

EDUCATIONAL BACKGROUND**Profession Qualification**

Diploma in Computing and Information Systems

Institution: University of Malawi – Chancellor College

Period: 2018-2021

Courses pursued:

- Information Systems
- Database Systems
- E- Commerce Strategy
- Information Analysis and Presentation/ Statistics
- Software Development
- Web Applications Development
- Computer Programming
- Web Technologies
- Information Systems Analysis and Design 1
- Information Systems Analysis and Design 2

Academic Qualification

Malawi School Certificate of Education (MSCE)

Institution: Domasi Demonstration secondary school

Year: 2017

Short Courses Attended

- Data management Analysis and Interpretation Research studies using SPSS
- Digital marketing
- Data science
- Project management

Other Competence

- Advanced general Computer science knowledge.
- Data entry
- Survey CTO
- Computer software and Hardware troubleshooting.
- Microsoft Word, PowerPoint, Excel, Access, Emailing, SPSS and Publisher.
- Database management systems.
- Web application development.
- Computer Programming – HTML, CSS, JAVASCRIPT, PHP, PYTHON, SQL

- Geographical information systems.
- Networking (WI-FI Installation and troubleshooting).

REFEREES

Mr Mwale Lecturer at University of Malawi – Chanco Cell:+265 888697716	Mr Nicholas Malawi National Statistical Office Cell:+265 881979505	Mr Nyondo Nurse in Charge Domasi hospital – Zomba Cell: +265 881150094
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AVAILABILTY: NOW!