

## **DIVINE ISIMBI**

Kigali-Rwanda

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### **PROFESSIONAL PROFILE**

Highly motivated professional student majoring in project management with a background in communication, marketing, leadership, and accounting. With other Skills like Tech skills and the use of various IT tools, with exceptional typing abilities. Gained hands-on experience during a one-month internship at NPD Cotraco and enhanced customer service at KG Craft Coffee, improving customer satisfaction by 50% during my one-year tenure. Eager to leverage my skills and drive to contribute to impactful projects and achieve organizational success.

### **EDUCATION BACKGROUND**

- Kepler College, Kigali, Rwanda, “2022-2025”
- Bachelor of Arts in Project Management

### **EXPERIENCE**

- **January 2022- Customer representative at KG Craft, Kigali-Rwanda**  
Improved KG Craft’s customer service by 50% within one year  
Received compliments from the manager for a good conduct at work
- **September 2025- NPD Intern in communication department, Kigali-Rwanda**  
Supported the project management team in organizing and coordinating client deliverables, contributing to the timely completion of key projects.  
Coordinated internal communications and collaborated with cross-functional teams to streamline processes and improve workflow efficiency.
- **Certificate of National Community Development Activity(umuganda)**

### **SKILLS & ABILITIES**

#### **Time Management skills**

- Effective prioritization to meet deadlines
- Ensuring efficient use of resources and time to stay on track

#### **Communication Skills**

- Fluent in English and French
- Proficient in verbal & written communication skills, public speaking, & interpersonal skills

#### **Leadership skills**

- Team player with the ability to give and receive feedback. And problem-solving skills