



PATRICK KULINJI

Born on 28th May
1999-Singe



+265 995 049 331



patrickskulinji@gmail.com



Blantyre-Malawi

SKILLS

Website development
(<https://tranptech.netfy.blog>)

Database Designing

Proficiency in Microsoft
Packages

Data Entry Clerk

LANGUAGES

English

Chichewa

Chisena

HOBBIES

Web Design

Creative Writing

Gaming

Tech Exploration

SUMMARY

To provide excellent management information system services that offer both a Challenge and opportunity for professional growth and increase in performances and productivity in IT department.

EXPERIENCE

DATA ENTRY CLERK

*Southern End Security Services (SESS), P.O.Box 31132
Lilongwe ,Malawi (2020)*

1. *Preparing payroll of the employees*
2. *Preparing daily attendant registers*
3. *Preparing Bidding documents*
4. *Doing other work assigned, like typing and printing different documents*
5. *Preparing and presenting financial Analysis reports*

STITCHER

Lilongwe plastics packaging limited (LPPL) (2018-2019)

1. *Able to produce stitch high quality products and meet the required target*
2. *Able to meet the given target when stitching bags*
3. *Able to keep rules and regulation of the company*

EDUCATIONAL BACKGROUND

1. *Undergraduate in management information system (pending 2024)*

INSTUTION: POLYTECHNIC

2. *Malawi School Certificate of Education post graduate (MSCE)*

INSTUTION:MPATSA CDSS, TENGANI ,NSANJE (2018)

REFEREES

Mr Malunga – Director For Generation Pvt Secondary School P.O.Box 78 Nsanje Cell: +265 994 059 669	Director of student-welfare MUBAS Private bag 303 Chichiri Blantyre 3 Cell:+265 888 873094	Mr f.t Nyamizinga SESS Managing Director P.O.Box 31132 Lilongwe Malawi Cell: +265 998 503 344
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