

MANYIYO BABRA

Wapadrand
Pretoria East
South Africa, 0081

E-mail: babramanyiyo@gmail.com

Date of Birth: 01/09/88

Sex: Female

Marital Status: Married

Nationality: Zimbabwean

Religion: Christian

Mobile Phone
+27 76 690 6733

PROFILE

- ✓ Firm believer in discipline and integrity to attain the desired goals.
- ✓ Tactful and diplomatic in handling confidential issues.
- ✓ Highly decisive, versatile and computer literate.
- ✓ Excellent logical and analytical skills.
- ✓ Excellent communication and interpersonal skills.
- ✓ Team player and able to adapt in difficult times to produce results.

CAREER OBJECTIVE

- ✓ To be in a challenging and rewarding working environment with continuous learning opportunities in order to broaden my skills and enhance my ability to add value at both individual and organization levels.

SUMMARY OF QUALIFICATIONS

Master of Business Administration
University of Suffolk – United Kingdom
To be completed 2014

(A) QUERYING MICROSOFT SQL SERVER 2014

(B) BASIC PROJECT MANAGEMENT

(B) UNIVERSITY OF ZIMBABWE (UZ)

Bachelor of Science Computer Science Honors Degree (2008 -2011)

Degree Class : **UPPER SECOND (2.1)**

(C) ZENGEZA HIGH SCHOOL (2006 – 2007)

“A” Level : 8 Points, 1B, 1C & 1E

(D) SEKE ONE HIGH SCHOOL (2002 -2005)

“O” Level : 9 Subjects 3As, 6Bs

WORK EXPERIENCE

COMPANY: Fasford (SA)Pty Ltd, South Africa

POSITION: Training Manager

PERIOD: June 2021 – Present

DUTIES

- ✓ Installations and technical support for and during training
- ✓ Training – In person and virtual manager
- ✓ Post Training administrations
- ✓ Registrations, Student registration, collecting student information.
- ✓ Processing Payments
- ✓ Student Induction
- ✓ Internal Systems control
- ✓ Quality Control
- ✓ Prepare and submit proposals.
- ✓ Website management and social media management

COMPANY: TM / PnP Supermarkets Zimbabwe

POSITION: Systems, Training, and Installations Support Officer

PERIOD: February 2012 –Dec 2019

DUTIES

- ✓ Database Administration using Microsoft SQL Server 2012 on all TM/PnP branch servers.
- ✓ Super user in Microsoft Dynamics AX;
- ✓ Microsoft Dynamics AX installation, user support and user training.

- ✓ System Administration supporting Retail Manager (ERP Software) and Storeline Systems;
- ✓ New System Installation, Implementation, user training and Support (ERP Softwares);
- ✓ Test running new systems – dry, wet running before rolling down to all TM/PnP Branches;
- ✓ Rolling down new systems to all branches and units ensuring that all staff clearly understand and are able to operate the new system;
- ✓ Writing up and continuously updating administrative systems or procedure manuals;
- ✓ System Audit -Reviewing the administrative systems, procedures and recommending changes or improvements;
- ✓ User and system support;
- ✓ Database backup, maintenance and support
- ✓ Server installations (Windows Sever, Microsoft SQL Server 2012);
- ✓ Installations of other operating systems windows 7, windows 10;
- ✓ Desktop application support (Microsoft Office and Outlook and Excel Application Systems);
- ✓ Network support monitoring and troubleshooting for both WAN and LAN networks;
- ✓ Hardware Maintenance (Servers, Tills and Personal computers, Fiscal Printers);

HOBBIES

- Sight-seeing.
- Listening to music.
- Watching documentaries and movies.

LANGUAGES

English, Shona

ACHIEVEMENTS

Was involved in the training and implementation of the new systems upgrades in all branches country wide linking the tills and the servers to the esocket (EFT) so that airtime can be sold on point of sale (electronically)

Was part of the team that spearheaded the fiscalisation process in all TM/PnP branches in line with the new government policy that all point of sale systems should use fiscal printers.

Was part of the team that linked Ecocash on point of sales in all TM / PnP branches across Zimbabwe.

REFEREES

1. Mr. Naboth Machemedze, Services and Support Support ManagerICT,
TM PnP Supermarkets, 194 Mutare Road Msasa, Zimbabwe
Email: nmachemedze@tmsm.co.zw
Mobile: +2637722312243

2. Mrs Netsai Hungwe, IT Systems and Training Manager
TM PnP Supermarkets, 194 Mutare Road Msasa, Zimbabwe
Email: nhungwe@tmsm.co.zw
Mobile: +263772527207

3. Mr. Taka Sande, Director
Fastford (SA) Pty Ltd, South Africa
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Mobile: +27723242008