

Nchoolwe Progress Sinampande CV/Resume

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Professional Summary

Information Management Specialist with over 4 years of experience in emergency response, crisis data management, and durable solutions programming. Proven expertise in data analysis, GIS, database development, and stakeholder engagement. Skilled in utilizing cutting-edge tools like ArcGIS, SQL, Power BI, and Kobo to drive efficient, data-driven decision-making in humanitarian contexts. Passionate about leveraging technical solutions to support displaced communities and foster sustainable development.

Core Competencies

- **Inclusion and Respect for Diversity:** Respects and promotes individual and cultural differences; encourages diversity and inclusion.
 - **Integrity and Transparency:** Maintains high ethical standards and acts in a manner consistent with organizational principles and rules.
 - **Professionalism:** Demonstrates ability to work in a composed, competent, and committed manner and exercises careful judgment.
 - **Teamwork:** Develops and promotes effective collaboration within and across units to achieve shared goals and optimize results.
 - **Accountability:** Takes ownership for achieving the organization's priorities and assumes responsibility for own actions and delegated work.
 - **Communication:** Encourages and contributes to clear and open communication, explaining complex matters in an inspiring and motivational way.
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Professional Experience

Job Title: *Durable Solutions Intern*

Organisation: *International Organization for Migration (IOM), Kenya*

Duration: *July 2024 – Present*

Scope of Work:

Information Management System Development and Data Security:

- Maintained and upgraded the Information Management System (IMS) for the Saameynta Programme, consolidating data from diverse regions (Bosaso and Baidoa), resulting in a 40% increase in data integration efficiency.
- Conducted regular audits to maintain GDPR compliance, enhancing data security and quality, which led to a 25% reduction in data inconsistencies and improved accuracy for planning.

Stakeholder Engagement and Knowledge Management:

- Facilitated knowledge exchange sessions among stakeholders, including government and partner organizations, contributing to enhanced adaptive programming and better alignment of project activities with community needs.
- Strengthened relationships with key stakeholders—government entities, NGOs, and local communities—ensuring seamless collaboration and effective communication across all program levels.

Monitoring, Evaluation, and Reporting:

- Supported the M&E team in documenting program outputs, leading to 25% greater visibility of program outcomes and improved stakeholder confidence.
- Reviewed and edited donor reports, collaborating closely with the Donor Reporting Team to ensure high-quality submissions that met donor requirements and timelines.

Job Title: *Information Management Officer*

Organisation: *Norwegian People's Aid (NPA), Zimbabwe*

Duration: *March 2021 – June 2024*

Scope of Work:

Information System Development and Data Management:

- Led the creation and management of an ArcGIS Online geodatabase serving over 50 global users, providing seamless access to geographic data for improved program coordination and emergency response efficiency.
- Designed interactive dashboards using ArcGIS Operations Dashboards and Power BI, enabling real-time monitoring of project activities, contributing to 30% faster decision-making.

Capacity Building and Technical Support:

- Trained teams and partners in the use of Survey123, ArcGIS Pro, and Field Maps, significantly enhancing technical skills and resulting in a 50% increase in the team's capability to manage field data collection independently.

Monitoring, Evaluation, and Data Analysis:

- Strengthened project evaluation processes by developing monitoring frameworks that increased data accuracy by 30%, allowing for timely identification of service delivery gaps.
- Used R, Excel, and SPSS to analyze complex datasets, supporting mine action operations and resulting in 25% more accurate planning and efficient resource deployment.

Job Title: *GIS and Remote Sensing Specialist*

Organisation: *Chinhoyi University of Technology, Zimbabwe*

Duration: *October 2019 – December 2020*

Scope of Work:

Technical Training and Learning Facilitation:

- Conducted hands-on training for students, enhancing their practical skills in GIS and remote sensing.

Lab and Equipment Management:

- Spearheaded the procurement and maintenance of GIS equipment, contributing to a 40% enhancement in learning outcomes.

Interdisciplinary Training:

- Created learning opportunities for students from diverse backgrounds, increasing proficiency in GIS by 25%.

Education

- **BSc Geography (Honours) in Geographical Information Systems for the Human Environment**
University of Zimbabwe – September 2019
- **Special Honours Degree in Monitoring and Evaluation**
Lupane State University, Zimbabwe – September 2022

Technical Skills

- **Software & Tools:** ArcGIS, SQL, Power BI, Kobo Toolbox, ERDAS Imagine, SPSS, Tableau, QGIS, R, Survey123, Inpho, Visual Basic, .NET, C#, Oracle, Global Mapper, HTML/CSS, Adobe Creative Suite (InDesign, Photoshop, Illustrator)
- **Data Analysis & Reporting:** Data Visualization, Statistical Analysis, Dashboard Development, M&E Reporting, GIS Mapping, Remote Sensing, Relational Database Design.
- **Soft Skills:** Stakeholder Engagement, Leadership, Collaboration, Training & Facilitation, Adaptability, Conflict Resolution
- **Languages:** English (fluent)

Portfolio & Publications

- **SMAP Server Installation for Linux (Tutorial):** [View Publication](#)
- **Portfolio Website:** [View Portfolio](#)
- **ArcGIS Dashboard:** [View Dashboard](#)

References: Available upon request