

Takunda Maswi



SENIOR IT MANAGER • SPECIALIST SYSTEMS CONSULTANT

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SUMMARY

Versatile **Senior IT Manager** and Systems Consultant with 4+ years of experience delivering robust business solutions within a leading Chartered Accounting firm. A proactive "jack of all trades" professional with a broad skillset spanning IT operations, compliance, marketing, and data analysis. Proven track record in leading system migrations, managing firm-wide digital strategy, and directing internal controls. Focused on delivering secure, data-driven, and efficient digital operations while mentoring teams for continuous growth.

PROFESSIONAL EXPERIENCE

Fairvalue Chartered Accountants

Senior IT Manager & Specialist Consultant

June 2021 – Present

Harare, Zimbabwe

- **IT & Support Management:** Directed firm-wide digital strategy and system migrations, decreasing operational delays by 20%. Managed the IT ticketing system and daily technical support for the entire team.
- **AML Compliance Officer (2022 – Present):** Appointed to lead Anti-Money Laundering compliance; developed internal protocols and delivered key training modules for all staff.
- **Data Analysis:** Executed complex data analysis for firm audits and internal operations, utilizing financial modeling and trend analysis to improve decision-making accuracy.
- **Digital Marketing:** Managed the firm's brand presence and marketing strategy, coordinating digital outreach through localized SEO to increase client engagement and inbound leads.
- **Systems Development:** Developed and maintained critical internal tools including a localized payroll engine (Taku-Payroll) and automation scripts saving 6+ hours of manual work monthly.
- **Internal Controls:** Assessed and optimized IT controls for clients in Manufacturing and Finance, identifies system risks and leading remediation projects.

SKILLS & SYSTEMS

MANAGEMENT & OPERATIONS

IT Management, AML Compliance, Data Analysis, Staff Training, IT Ticketing Systems, Risk Assessment.

BUSINESS SOFTWARE

Advanced MS Office Suite, QuickBooks, Slack, Digital Marketing, SEO Strategy, Content Management.

TECHNICAL IMPLEMENTATION

TypeScript, React, Node.js, Python, SQL (PostgreSQL), Process Automation, Cybersecurity Essentials.

EDUCATION & CREDENTIALS

B.Sc. Computer Information Systems (Honours)

June 2020

Near East University, Cyprus | **GPA: 3.25/4.0**

ISACA Member (Harare Chapter) • CISA Candidate • TEFL Certified • ICDL Certified

PERSONAL INFORMATION

Interests: Squash, Chess, Technology Trends, Podcasts

Service: Active in service projects and helping the needy.