

# EVIDENCE TANAKA MURIMA

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## EDUCATION

**Herentals Group of Colleges**| Kuwadzana Harare  
**Chapman Christian College**| Harare

Form 1-2  
Form 3

## WORK EXPERIENCE

### Car Wash

*Carwash Attendant*

**Madokero, Harare**

*March 2023 - May 2024*

- Provided high-quality vehicle cleaning services, ensuring customer satisfaction.
- Managed vehicle detailing, including exterior washing, waxing, and interior cleaning.
- Operated and maintained carwash equipment to ensure efficient and safe operation.
- Handled customer inquiries, providing information and resolving any issues to enhance service experience
- Ensured proper inventory of cleaning supplies and materials, placing orders as necessary

### Local Tuckshop

*Store Assistant*

**Budiriro, Zimbabwe**

*May 2024 - August 2024*

- Assisted customers with product selection, answered inquiries, and provided recommendations based on customer needs.
- Processed customer transactions at the point of sale, ensuring accuracy in pricing and change.
- Actively promoted and upsold products based on customer preferences, boosting overall sales
- Restocked shelves and displays, ensuring products were attractively presented and easy for customers to find.
- Maintained a clean and organized store, including tidying shelves, cleaning common areas, and ensuring a pleasant shopping environment.

### Local Gas Station

*Gas Pump Operator*

**Kuwadzana, Harare**

*August 2024 - present*

- Engaged with regular customers to build relationships and encourage return visits by recommending relevant products or services.
- Demonstrated strong time-management skills by balancing multiple tasks, from fueling gas tanks to cashier duties, all while providing efficient service.
- Conducted basic maintenance checks on fuel dispensers and pumps, identifying potential issues and reporting them for repairs.
- Coordinated with suppliers for gas deliveries, ensuring that stock was replenished on time and stored according to safety guidelines.
- Managed a daily cash register, handled float counts, and reconciled any discrepancies at the end of shifts.

## SKILLS

Languages: English and Shona

Skills: Background in computer programming such as Python and C++. Time management, Communication Written & Verbal, Teamwork, Microsoft Office, Customer Service, Problem solving, Dependability