

CURRICULUM VITAE

OWEN MATOLA

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PROFILE

Owen Matola is a dedicated and result driven ICT student at Mzuzu University, currently pursuing a Bachelor of Science in Information and Communication Technology. He holds a diploma in Computing and Information Systems from the University of Malawi under ABMA (2019-2021). Owen is known for his strong work ethic, integrity, and collaborative spirit. He has developed a broad range of technical and analytical skills, including data analysis, web development, digital project management, and ICT equipment maintenance. His academic experiences reflect a commitment to innovation and continuous learning.

PERSONAL DETAILS

Date of Birth : 21st April 2000
Sex : Male
Marital Status : Single
Nationality : Malawian
Home District : Balaka
Languages : English, Chichewa and Tumbuka

ACADEMIC QUALIFICATIONS

2024 (in progress): Bachelors of Science in Information and Communication Technology - Mzuzu University
2021: Diploma in Computing and Information Systems (Level 5) - University of Malawi (ABMA)
2021: Diploma in Computing and Information Systems (Level 4) - University of Malawi (ABMA)

WORK EXPERIENCE

2023: Temporary data entry clerk at World Vision Malawi Duties:

- Transferred data from paper formats into digital systems
- Conducted data cleaning and verification
- Supported project teams with accurate data management

2022: Temporary data entry clerk at Malawi National Examinations Board (MANEB)

- Transferred examination data from paper formats into computer files
- Typed in data provided directly from supervisors and/or examiners
- Other assigned duties such as creating spreadsheets with large numbers of figures and data without mistakes.

TRANSFERABLE SKILLS

- Programming and Web Developing (HTML, CSS, PHP, JavaScript, C++, Java, Python)
- Network Configuration and Troubleshooting (CCNA, Cisco IOS, ACLs)
- Analytical and problem-solving skills
- Database Management (MySQL, PostgreSQL, Microsoft Access)
- Leadership and presentation skills
- Planning and organizing skills
- Excellent Communication and interpersonal skills
- Networking skills
- Data entry and Statistical Analysis (vector-link tools)

HOBBIES

- Reading

- Writing
- Visiting new places

REFEREES

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