

KONDWANI DAVIE
Jacaranda Secondary School
P. O. Box 5708
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kondwanidavie@gmail.com

PERSONAL DETAILS

- Date of birth : 18/11/95
- Marital status : Single
- Nationality : Malawian
- Languages : English and Chichewa
- Hobbies : watching Documentaries, reading novels and news papers

PERSONAL STATEMENT

An energetic, goal driven, courageous young educator with good interpersonal skills and research skills. A dedicated educator, expert at cultivating strong relationships with communities, businesses and organizations by resolving concerns and issues, listening, collaboratively engaging to develop policy and understand impacts. Confident at communicating and answering complex questions in large gatherings. A mature and tenacious leader with a meticulous approach to detail, “outside the square” thinking, and creative flair.

EDUCATION

- **Mzuzu University**
Bachelor of arts in Education 2019
- **Tony Elumelu Foundation**
Certificate in Business Management 2022
- **Bangwe Secondary School**
Malawi School certificate of Education 2012

PROFESSIONAL SKILLS AND ATTRIBUTES

- Committed to promote equality, diversity and inclusion.
 - Excellent conflict resolution skills
 - Excellent negotiation and persuasion skills
 - Excellent Communication Skills (written & Oral); fluent in English and Chichewa Languages
 - Excellent report writing and analytical skills
 - Ability to plan and multi-task
 - Ability to work with minimal supervision
 - Ability to perform under pressure and deliver best results in challenging timescales
 - Flexible and adaptable, Able to work individually and within a team
 - Ability to work tactfully and effectively within people of all levels and different backgrounds
 - A self-starter who is eager to learn new things and progress quickly on learning curve
 - Dignity and self-control with high moral and professional standards and high level of personal integrity
 - Good reporting skills
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EXPERIENCE

- **Lunzu secondary school** (Teaching Practicum) *September 2018 – December 2018*
Blantyre
Teaching English and Chichewa

- **Jacaranda Foundation and Schools in Malawi** *September 2019 - Present*
Working as a Secondary School Teacher
 - Teaching Chichewa and English
 - Providing Parental care to students (Form teacher)
 - Counselling and guidance
 - Writing records and schemes of work

TECHNICAL SKILLS

- Microsoft Office Packages
 - Professional internet use
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REFEREES

Mrs. A. Mussa
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