

## **MPHATSO BRIAN CHIRWA**

Road Traffic and Safety Services, P.O. Box 101, LILONGWE, MALAWI  
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### **PERSONAL DETAILS**

- Date of birth: 22<sup>nd</sup> June 1988;
- Sex: Male
- Nationality: Malawian.

### **PROFESSIONAL PROFILE**

I am a mature young man who is dependable, independent, highly self-motivated, a good team player, fast learner and works under pressure. I possess good writing and oral communication skills coupled with excellent time keeping practices. I am conversant with Microsoft office suite components, and capable to use computer software for engineering design, analyses, and management including AutoCAD, Solid Works, and Microsoft project.

### **PERSONAL ATTRIBUTES**

- Registered Graduate Engineer with the Board of Engineers of Malawi
- Experience in construction supervision and project management under World Bank, European Investment Bank, European Union;
- Experience in general infrastructure engineering;
- Experienced in planning, communication, problem-solving and analyzing a broad range of Engineering issues.
- Technical versatility: Procurement of works, goods and services, and;
- Highly computer literate

### **COMPUTER SKILLS**

- Highly computer literate in: Auto CAD and Solid Works, Ms Office, Primavera (for project management), Ms Project (for project management), Matlab, EPANET(Hydraulic modeling).

### **EDUCATION**

- **Master of Science in Infrastructure Development and Management(Pending)**, University of Malawi, the Polytechnic, Malawi(2018-2021)
- **Bachelor of Science in Mechanical Engineering (2007-2011)**, University of Malawi, the Polytechnic; Malawi
- **Malawi School Certificate of Education (2005)**, Chipasula Secondary School

Professional Development Courses: • Contract Management in Projects(World Bank) 2013

### LEADERSHIP SKILLS and AWARDS

- **General Secretary:** University of Malawi Students Union (2010-2011)
- **President:** Malawi Institution of Engineers-Students Chapter(2009-2010)
- **Vice Chairperson:** The Polytechnic Engineering Symposium Committee(2011)
- **Chairperson :**The Polytechnic CCAP students Organization(2010)
- Recipient of the **TOTAL MALAWI Merit Award**(2011)

### CAREER SUMMARY

| DATE                       | EMPLOYER   | JOB TITLE                        |
|----------------------------|--|----------------------------------|
| <b>October 2014-date</b>   | <b>Directorate of Road Traffic and Safety Services</b> | Principal Road Transport Officer |
| July 2012 – September 2014 | Lilongwe Water Board                                   | Asst. Resident Engineer          |
| Jan -July2012              | Alliance one Tobacco(Mw) Limited                       | Maintenance Planning Engineer    |

#### 1. Principal Road Transport Officer-Road Traffic and Safety Services

##### Job Summary

Under the supervision of the Chief Road Transport officer, I provide services in traffic Management, Road Safety management, Traffic Law Enforcement and Surveillance and Axle Load Control

*Responsibilities include but not limited to the following:*

- Authorizing Vehicle registration, inspection for certificate of fitness, valuation of accident investigation.
- Processing driving Schools and instructor's licenses applications, inspection of Driving Schools, Vehicle Inspection Stations and Weighbridge Stations.
- Conducting driving tests for Domestic, International and Instructor's driving licenses and special Driving tests.
- Planning, budgeting, conducting traffic and axle load control Surveillance enforcements.
- Liaising with relevant stakeholders on implementation and administration of road traffic act

## 2.Asst. Resident Engineer(Projects)-Lilongwe Water Board

### Job Summary

Under the general direction of the Project Manager, provides centre- wide procurement and logistics services, including but not limited to, procuring goods and services in accordance with Lilongwe Water Board policy and standards; providing guidance, advice and support to ensure procurement processes are effective, efficient, supporting the Project Manager in the discharge of his responsibilities and development of new tools; and performing other duties, as assigned.

*Responsibilities include but not limited to the following:*

- provides advice and guidance to clients on procurement matters, and coaches clients on relevant processes (i.e. Requests for Proposals (RFP), Requests for Quotations (RFQ), bid evaluation criteria other competitive procurement tools) to ensure client needs are met, the LWB obtains best value, and to ensure procurement processes are perceived by suppliers as fair, open and ethical;
- analyses procurement requirements and selects the most appropriate methods based on interpretation and assessment of established policies, practices, and experience;
- plans, organizes and leads the bid solicitation process including drafting and issuing RFQ, RFP, developing bid evaluation criteria and guiding clients on processes involved;
- chairs bid evaluation committees, ensures the integrity of the competitive process, facilitates bidder debriefings, and exercises appropriate judgment and tact while ensuring to protect confidential information;

### REFEREES

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Projects Implementation  
Unit Manager  
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