

# ***CURRICULUM VITAE***

NAME: JERE, MKHAZISO

ADDRESS: National Bank of Malawi

C/o Mr T F C Jere

P.O Box 3279

Blantyre, Malawi

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## **PERSONAL DETAILS**

Nationality: Malawian

Sex: Female

Date of Birth: 12<sup>th</sup> April, 1991

Marital Status: Single

## **ACADEMIC QUALIFICATIONS**

2013 - Bachelors' Degree in Commerce: Accountancy

The Catholic University of Malawi

2017 – Economic Sciences – Occasional Studies (Bridging program)

North West University South Africa

Modules covered:

- Financial Accounting: IFRS and Group Financial Statements
- Auditing
- Financial Management
- Management Accounting
- Advanced Aspects of Taxation

2018 –Enrolled for Bachelor of Commerce in Economic Sciences: Economics and Risk Management

North-West University

Modules covered:

- Financial Accounting 2
- Academic Literacy Development

- Microeconomics
  - Macroeconomics
  - Introduction to Business Management 1
  - General Management
  - Introduction to End User Computing
- 2007 – Malawi School Certificate of Education

Bambino Private Schools

### **WORK EXPERIENCE**

2019 – May 6<sup>th</sup> to date – Bank Teller

National Bank of Malawi – Lilongwe Gateway Service Centre

2019 – February 25<sup>th</sup> to April 25<sup>th</sup> – Bank Teller

First Capital Bank – Blantyre Branch

2015 - January 5<sup>th</sup> to January 6<sup>th</sup> 2017 – Bank Teller

National Bank of Malawi – Henderson Street Service Centre

### **SHORT COURSES**

- Customer Care training
- Frauds and forgeries training

### **AWARDS**

- Best Cashier July 2016 – December 2016

### **RESEARCH ACTIVITIES**

2014: October 2 – 18 - "Monitoring study on extension services in Malawi"

Millennium Centre for Research and Development

Data collector

### **VOLUNTARY WORK**

2018 - North West University – Marketing Department

Brand Ambassador

### **OTHER COMPETENCES & SKILLS**

- Microsoft Software Packages
- Fluent in spoken and written English
- Strong Interpersonal communication skills
- Effective time management skills
- Ability to prioritize for results

## REFEREES:

1. The Service Centre Manager  
National Bank of Malawi  
Lilongwe Gateway Service Centre  
P.O Box 1642  
Lilongwe
2. Shanks B Gondwe  
National Bank of Malawi  
Lilongwe Gateway street service centre  
P.O Box 1642  
Lilongwe
3. Dr Phillip F. D Kaonda  
LUANAR  
Bunda Campus  
P.O Box 219  
Lilongwe