

CURRICULUM VITAE

Name	Olga Kudakwashe Ngwendere
Industry	Agriculture
Years of Experience	Four (4)
Availability	Immediately

OLGA KUDAKWASHE NGWENDERE

Address	4014 Nharira Way, Norton, Zimbabwe
Phone Number	+263 (0) 779975213
Email Address	olgakudakwashe@gmail.com
Gender	Female
Date of Birth	25/03/1993 (28)
Driver's license	Class 4 (Manual)
Membership	South African Council for Natural Scientific Professions (SACNASP)
Languages	English and Shona (excellent in reading, speaking, and writing)

Executive Summary

An enthusiast, dedicated, Self-driven Crop scientist/Agronomist with relevant knowledge, gained through four (4) years of experience in government, Non Government and the private sector companies. Expertise

- Proficiency in MS Word (Word, Excel, PowerPoint, Outlook).
- Time management.
- Communication ability in verbal and written.
- Budget planning.
- Project strategic planning.
- Project management.
- Project procurement.
- Monitoring and Evaluation.
- Scenario Analysis.
- SOA solutions.
- Geographic Information System (GIS) mapping
- Improved relationship-grooming and client-facing skills, effective team player.

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QUALIFICATIONS

Year	In progress-completing 12/21
Institution	University of Zimbabwe
Qualification	Masters in Crop Science(Agronomy)

Year	In progress
Institution	Project Management Institute
Qualification	Project Management Professionals (Certificate)

Year	2019 – completed
Institution	Capital Business School
Qualification	Business Analysis (Diploma)

Year	2017 – completed
Institution	University of Zimbabwe
Qualification	Bachelor of Science Honors’ in Agriculture- Crop Science (Degree)

Year	2008-2013 – Completed
Institution	Mutare Girls’ High
Qualification	Cambridge O Level and Advanced A level

EMPLOYMENT HISTORY

Name of Company	Welthungerhilfe (WHH)
Position	Institutional Development Officer
Period of Employment	11/2019 - Current
<p>Key Responsibilities:</p> <ul style="list-style-type: none"> Supporting the implementation of the Zimbabwe Agricultural Knowledge and Innovation Services (ZAKIS) project. Project Administrative functions (planning and facilitating meetings, performing outreach, tracking budgets, etc.). Delivering effective capacity-building support to third sector organizations at all stages. Developing and deliver organizational support to organizations including business planning and governance. To work with colleagues to implement systems for measuring, monitoring, and evaluating the effectiveness of capacity-building approaches. <p>Projects:</p> <ul style="list-style-type: none"> Zimbabwe Agricultural Knowledge and Innovation Services (ZAKIS) (Donor-European Union). <p>Skills Gained:</p> <ul style="list-style-type: none"> Capacity building techniques The ability to communicate and relate with people from different levels/technical environments 	

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- The ability to extract and communicate data insights (written and verbally)
- Ability to lead and teamwork
- The ability to visualize the big picture and translate it into practical actions by driving into the technical work to achieve the targeted goals

Name of Company	SNV Netherlands Development
Position	Project Assistant
Period of Employment	03/2019-10/2019
Key Responsibilities: <ul style="list-style-type: none">• Supporting the Project Manager in the implementation of SNV projects and realization of SNV target in the Zimbabwe Agricultural Knowledge and Innovation Services (ZAKIS) project.• Writing reports.• Conducting research.• Project Administrative functions (planning and facilitating meetings, performing outreach, tracking budgets, etc.).• Monitoring and Evaluation.• Organizational assessments.	
Projects: <ul style="list-style-type: none">• Zimbabwe Agricultural Knowledge and Innovation Services (ZAKIS) (Donor- European Union).• Green innovation for youth (GiHub) (Donor- UNICEF).	
Skills Gained: <ul style="list-style-type: none">• The ability to communicate with people from different levels/technical environments• The ability to extract and communicate data insights (written and verbally)• Ability to lead and work with others• Ability to perform the organizational assessment, market analysis, and monitoring and evaluation• The ability to visualize the big picture and translate it into practical actions by driving into the technical work to achieve the targeted goals	

Name of Company	Curly You UK
Position	Business Analyst (Internship)
Period of Employment	05/05/2017 –10/11/2018
Key Responsibilities: <ul style="list-style-type: none">• Worked with clients to explore and define requirements• Manually implemented reports• Presented insights and recommendations on a biweekly basis via video conferencing and telecommunications• Provided clients with operational support of applications and services• Built relationships with our clients in support of growing our contract with them and meeting their needs.	
Skills Gained: <ul style="list-style-type: none">• The ability to take initiative and make things happen	

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- The ability to extract and communicate data insights.
- The ability to communicate with people from different technical environments.
- The ability to visualize the big picture and translate it into practical actions by driving into the technical work to achieve the client's goals.

Name of Company	Farm Fresh
Position	Assistant Manager
Period of Employment	22/07/2017 – 30/08/2018
Key Responsibilities: <ul style="list-style-type: none">• Directed and coordinated worker activities.• Prepared seasonal cropping plans.• Coordinated growing activities with those of equipment maintenance, packing, and other related departments.• Analyzed market conditions to determine acreage allocations.• Conferred with purchasers and arranged for the sale of crops.• Determines procedural changes in drying, grading, storage, and shipment for greater efficiency and accuracy.• Evaluated financial statements and makes budget proposals.• Farm operation demonstrations.• Wrote progress reports to the Manager.	
Skills Gained: <ul style="list-style-type: none">• Strong understanding of the farm activities.• Experience within the farm/production environment.• Customer service skills and market analysis skills.• Ability to delegate duties and being a team leader.• Communication and people skills including listening.	

Name of Company	Department of Research and Specialist Services (DR&SS)
Position	Trainee
Period of Employment	11/2015 – 06/2017
Key Responsibilities: <ul style="list-style-type: none">• Data collection, recording, and analysis.• Scouting for pests and diseases.• Management of experimental trials.• Hybridization (crosses).• Writing comprehensive scientific reports.• Need assessment.• Monitoring and evaluation.	
Skills Gained: <ul style="list-style-type: none">• Ability to work in teams.• Accuracy at record-keeping and data analysis.• Hybridization skills.• Ability to prioritize my work as well as others.	

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References

Mr. Mutari: Breeder
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