

Audace Willy MUCYO
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Kigali City, Gasabo, Kimironko, Bibare

EDUCATION

National University of Rwanda

Huye, Rwanda

Bachelor of Arts in Translation and Interpreting

January 2012

- Minors: Communication, Public relations, Marketing and Sales
- Concentrations: Translation and Interpreting, pairing English, French and Kinyarwanda
- Government-sponsored Scholarship, Bachelor's degree

EXPERIENCE

Rwanda Law Reform Commission

Kigali, Rwanda

Analyst in charge of Legal Translation

May 2018 – June 2021

- Scrutinized all assigned legislative texts in the three official languages,
- Reconciled linguistic discrepancies of the three official languages in any piece legislations,
- Made corrections to existing translation legislations,
- Verified the consistency of the consolidated legislative texts in the three official languages,
- Drafted new translation of any laws that were not available in all three official languages,
- Provided editorial feedback to authors,
- Updated archaic terminologies.

LinguaCom Plus

Kigali, Rwanda

Translator and Interpreter

February 2014 – May 2018

- Translated a good number of documents,
- Proof-read & edited translated works and reconciled linguistic discrepancies,
- Facilitated Meeting & Conference,
- Did on-site translation and guided tourists

Trsanmission Holdings

Kigali, Rwanda

Itel Mobile Marketing Manager

October 2016 – December 2017

- Trained agents and salespersons on sales approaches so as to maximize targets attainment,
- Worked with Media Houses to ensure customers are made aware of campaigns, new products, promotions and offers,
- Designed marketing and promotion strategies applicable to the field and ensured Itel mobile visibility countrywide,
- Organized community-based initiatives,
- Organized and coordinated Expo event,
- Created business-partnership with Corporates.

GOtv Rwanda Ltd

Kigali, Rwanda

Distribution and Customer Relations Officer

February 2013 – September 2016

- Expanded the distribution network of GOtv products and services across the country,
- Trained dealers and salespersons on sales approaches so as to maximize targets attainment,
- Increased points of sales and ensured good tracking of sales and sustainability of the business while monitoring agents/dealers,
- Worked with Media Houses to ensure customers are made aware of campaigns, new products and offers,
- Ensured that the service was accurately provided by receiving issues from customers and providing quick reliable solutions,
- Designed marketing and promotion strategies applicable to the field and ensured GOtv visibility countrywide,
- Created business-partnership schemes with Corporates.

RRP+*District Coordinator***Nyanza, Rwanda***January 2010 – December 2012*

- Coordinated activities of cooperatives and associations of People infected and/or affected by HIV/AIDS,
- Elaborated new income-generating projects for People infected and/or affected by HIV/AIDS,
- Knocked at private and public doors for advocacy, awareness and raising funds for People infected and/or affected by HIV/AIDS.

College de Bethel/APARUDE*Languages Teacher***Ruhango, Rwanda***January 2008 – December 2009*

- Prepared and dispensed English, French and Business communication lectures,
- Supervised secondary completion national exams.

Ministry of Education*Primary Teacher***Gisagara, Rwanda***September 2003 – July 2004*

- Prepared and dispensed English, French, Kinyarwanda and Social Studies Lectures to pupils at Ecole Primaire de SANZU,
- Supervised primary completion national exams.

AWARDS AND HONORS**Google****Kigali, Rwanda**

- Won the Google Community Translation (Google-in-your-language) Recognition in 2010 after participating in Volunteer Translation of Google Web Search to Kinyarwanda.

RRP+**Kigali, Rwanda**

- Won the Training Certificate in 2011 after participating a training on Results-based Planning, Monitoring and Evaluation, Advocacy, Resources Mobilization and Cooperative management organized by RRP+ in partnership with The Global Fund.

Association HAGURUKA a.s.b.l**Kigali, Rwanda**

- Won the Training Certificate in 2012 after participating a training on HIV/AIDS, STDs, Family Planning, Gender, Gender-based Violence and Training techniques organized by Association HAGURUKA in partnership with The Global Fund.

SKILLS

- Familiar to operate with Computer tools like: MS Word, Excel, PowerPoint and Social Media.
- Translation and Interpreting, Media content production, Report writing and presentation, Public and Customer relations, Marketing and Communication planning, Product distribution channel and promotion, Project Elaboration and Management, Training and Monitoring, Advocacy and Resources mobilization, Teamwork, Leadership and Education.
- Kinyarwanda is my mother tongue, I am fluent in English and French and very good in Swahili.

I, Audace Willy MUCYO, certify to the best of my understanding and belief that the information given in this document is correct and true.