

RESUME



Name	Gilbert NGABONZIZA
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Date of birth	01/01/1985
Citizenship	Rwandan
Gender	Male
Marital status	Married

Education

1 October 2020 MA in Refugee Protection and Forced Migration studies, University of London. Ongoing

2019 Graduated from Mount Kenya University. (Bachelor of Arts in Peace Studies and Conflict Resolution).

Diploma in Human Resources obtained January 11-2016 from Alison University Online Education, Galway, Ireland

2006- May 2008 dropped out after two years in Computer Science studies from Africa Nazarene University in Nairobi Kenya.

Graduated from high school year 2005 in Petit Seminaire VIRGO FIDELIS of Karubanda Butare, Rwanda. (Certificate level A₂ in *Latin Bio-Chemistry year 2005*)

Experiences

January 2021 onward I work as **translator, proofreader and editor in English to Kinyarwanda and vice versa for East Localize**

1 July – 30 September 2020 worked as **transcriber (in French) for APPEN on Ocean-FRA project.**

18 June 2018 onward works as **Resettlement Assistant in UNHCR Gicumbi Field Office/Rwanda.** (I conduct Resettlement interviews. I translate, proofread and interpret from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

1 April – 15 June 2018 worked as **UNOPS affiliated Resettlement Assistant in UNHCR Byumba Field Office/Rwanda.** (I conducted Resettlement interviews. I translated, proofread and interpreted from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

July 10, 2017 – 31 March 2018 worked as **Field assistant in UNHCR Byumba Field Office/Rwanda.** I supported the emergency of Burundian asylum seekers known as Zebie followers since 8 March – 24 March 2018. (I conducted Resettlement interviews. I translated, proofread and interpreted from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

April 1, 2016 – June 30, 2017 worked as **UNOPS affiliated Resettlement Assistant in UNHCR Byumba Field Office/Rwanda**. (I conducted Resettlement interviews. I translated, proofread and interpreted from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

January 2015 – March 31, 2016 worked as **ADRA Rwanda affiliated staff interpreting in Resettlement section for UNHCR Byumba Field office/Rwanda**. (I translated, proofread and interpreted from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

November 18-December 2014 worked as an **interpreter in Resettlement section for UNHCR Byumba Field Office/Rwanda**. (I translated, proofread and interpreted from English to French and vice versa, English to Kinyarwanda and vice versa, French to Kinyarwanda and vice versa and take other duties as required)

October-November 2014 worked as data collector and data entry of UNICEF in partnership with AVSI Rwanda while conducting a **‘Capacity Assessment of Child Protection Stakeholders for Emergency Preparedness and Response in Rwanda’**

April 2014 translated for AVSI Rwanda in partnership with UNHCR **“Community-Based Child Protection Mechanisms in Refugee Camps in Rwanda” final report in Kinyarwanda**

March 2014 worked as an **interpreter for Resettlement Support Center (RSC) Africa for the United States Refugee Admission Program. I was interpreting Kinyarwanda and French into English and vice versa**. Certificate Awarded.

Jan 2014 worked as data entry for AVSI in partnership with UNHCR and Columbia University in **“Measuring the impact of Child Protection and SGBV programming and strategies in Humanitarian settings”**.

December 2013 worked as data collector of AVSI in partnership with UNHCR and Columbia University in a research at Kiziba refugee camp in **“Measuring the impact of Child Protection and SGBV programming and strategies in Humanitarian settings”**.

November 2013 worked as an interpreter of AVSI Rwanda at Karongi and Gicumbi.
March-April 2013 worked as Transcriber for AVSI Rwanda in partnership with UNHCR as part of the Columbia University-led research study **“Lessons About Community-based Child Protection Mechanisms in a Refugee Context”**. Commendation letter and Certificate awarded.

November 2012 worked as **data entry for Caritas Rwanda/Nyamagabe for a period of three weeks**.

July-September 2008 **Data collector within the ministry of Education in Nyamasheke district**.

Training

January 3, 2019 successful completed **“BSAFE”** by UNDSS online courses.

January 7, 2019 successful completed **“ICT Information Security Awareness Training (InfoSec)”** by UNHCR online courses.

July 16, 2018 successful completed **“Prevention of Sexual Exploitation and Abuse (PSEA)”** by UNHCR online courses.

March 28, 2017 successful completed **“Introduction to Settlements and Shelter”** by UNHCR online Courses.

March 22, 2017 successful completed **“Managing Petty Cash”** by UNHCR

March 18, 2017 successful completed **“Introduction to Cash-Based Interventions”** by UNHCR-GLCOPS

February 26, 2017 successful completed **“Supply Management: Introduction to UNHCR Supply Chain”** by UNHCR-GLCRMU

February 15, 2017 completed a training on the **“Fundamentals of Fraud and Corruption Awareness”** by UNHCR-GLCRMU

September 23, 2016 completed **“The Identification of Refugees in Need of Resettlement”** by UNHCR Online Courses.

August 25, 2016 completed **“International Law in Action: A Guide to the International Courts and Tribunals in The Hague”** by Universiteit Leiden offered through Coursera.

November 16, 2015 completed course on **“Managing an Effective Resettlement Operation (eLearning)”** by UNHCR online courses. Certificate awarded.

November 12, 2015 completed course on **“Resettlement Essential – Video Series”** by UNHCR Online courses. Certificate awarded.

November 6, 2015 completed course on **“Best Interest of the Child – Basic Principles and Procedures”** by UNHCR Online courses. Certificate awarded

May 21, 2015 completed course on **“Protection Induction Programme”** by UNHCR Online courses.

April 22, 2015 completed course on **“Advanced Security in the Field”** By UNDSS. Certificate awarded.

April 2, 2015 completed **“Le VIH sur le lieu de travail”** By UNHCR Online Courses. Certificate awarded.

March 25, 2015 completed course on **“Basic Security in the Field 2.0”** By UNDSS. Certificate awarded.

March 19, 2015 Completed **“UN Programme On the Prevention of Harassment, Sexual Harassment and Abuse of Authority”** by UNHCR Online Courses. Certificate awarded.

2-6 March 2015 attended an International Training Course on Peacekeeping, Disarmament, Forced Migration, Post conflict Reconstruction and Resettlement of Returnees and Refugees, Beachcomber Hotel, Dar es Salaam Tanzania. Certificate awarded

25-29 November 2013 completed Theoretical and Practical Training of **“Measuring the impact of Child Protection and SGBV programming and strategies in Humanitarian settings”**. Organized by Columbia University in partnership with AVSI and UNHCR. Certificate awarded.

12-13 November 2013 completed **RSC (Resettlement Support Center) Africa’s course requirement for Basic and Advanced Interpreter Training**. Certificates awarded.

October 28-November 1, 2013 completed **“HANGA UMURIMO” Entrepreneurship training organized by PAGER in partnership with USAID**. Certificate not yet awarded.

February 25-March 8, 2013 completed Theoretical and Practical Training of prospective researchers on **“Learning Lessons about Community-based Child Protection Mechanisms in Refugee contexts and their linkage with education”** organized by AVSI in partnership with Columbia University, CPC Network and UNHCR. Certificate awarded.

October-November 2012 completed a two months training **AKAZI KANOZE Work Readiness**. This training was providing skills such as: **Goal Setting and Personal Growth, Teamwork, Time Management, and Appropriate Work Conduct, Customer Service and Communication, Decision Making and Leadership, Work Safety, Rights and Responsibilities at Work, Marketing Skills and Financial Planning**. Organized with EDC in partnership with WDA. Certificate awarded.

Language

Kinyarwanda: Easily reading, writing and understanding. Fluently speaking.
English: Easily reading, writing and understanding. Fluently speaking.
French: Easily reading, writing and understanding. Fluently speaking.

Awards

Letter of commendation 'Most Valuable Team Member' from March to April, 2013 where I worked as an Interpreter and Transcriber with AVSI Rwanda in partnership with UNHCR as part of the Columbia University-led research study "Lessons About Community-based Child Protection Mechanisms in a Refugee Context".

References

Elsie Bertha Mills Tettey Protection Officer in Gicumbi Field Office. Tel : 0788388243 or 0783830788 (millstet@unhcr.org)

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I certify that, to the best of my knowledge and belief, all of information is true, correct, complete, and made in good faith.



NGABONZIZA Gilbert
