

RAKOZE JONATHAN

Address: Nyarugenge - Kimisagara

Mobile No: +250 789 231632

E-Mail: irajonny@gmail.com

Personal Profile

Advanced Diploma in Construction Technology/ Civil Engineering graduate. Hard- worker with demonstrated history of delivering exceptional performance in demanding work environments.

Key Skills and Attributes

Interpersonal Skills

- ◆ Ability to work effectively both independently and within a group
- ◆ Gets along well with team members and other colleagues and readily accept feedback.
- ◆ Ability to work in a multicultural work environment

Excellent presentation skill

- ◆ Participates in a weekly course that helps hone my presentation skills and my ability as speaker and teacher. Some of the speech qualities learned include: Principal ideas emphasized, Logical development of material and Sound arguments given
- ◆ Analytical thinking approach to challenges and problem solving skills

Self-Motivation & a 'Can Do' Attitude

- ◆ Proven ability to work under pressure and quickly adapt to new work environments
- ◆ Ability to handle high pressure jobs

Attention to Detail

- ◆ Regarded by peers as a neat and orderly person
- ◆ Concerned with quality. Produces work that is orderly and attractive.
- ◆ By prioritizing ensures tasks are completed correctly and on time

Computer skills

- ◆ Microsoft Office
- ◆ Internet and e-mail

Career Summary and Key Responsibilities

Temporary Messenger/ Cleaner BANK OF AFRICA – KIGALI 2018

Bank Of Africa Rwanda is a Private Commercial Bank operating in Rwanda serving corporate and retail customers. It began operations in Rwanda in October 2015 after acquiring AGASEKE Bank which had been operating in Rwanda since November 2003.

Key responsibilities include:

- ◆ Cleaning offices
- ◆ Delivery of office items supplied by the headquarters to the dedicated branches
- ◆ Safe transportation of documents from branches to the headquarters

Accomplishments:

- ◆ Exposure to bank working environment
- ◆ Ability to harness my subjection towards my supervisors
- ◆ Trained to serve in an orderly way my colleagues at work

Marketing Agent & Cashier**HELLO HAIR SHOP****2016**

Hello Hair Shop prided itself as more than just a shop that sold hair products. We strived to make a difference in our customer's lives

Key responsibilities included:

- ◆ Collecting samples of items to be sold and take them to markets in order to show them and attract customers
- ◆ Collecting, collating and recording feedback made by our potential clients and presenting them to my employers
- ◆ Provided advice on how the prices and quality of imported materials can be adjusted in order to meet our clients' needs
- ◆ Selling hair products

Accomplishments:

- ◆ Ability to sharpen my skills on how to handle customer complaints
- ◆ Acquired good communication skills in a business field

Stock Manager Assistant**SKOL****2014**

Skol Brewery Limited manufactures and markets beer. I was assigned at the Nzove Duty station

Key responsibilities included:

- ◆ Evaluation of raw materials
- ◆ Record data obtained from the evaluation using software

Accomplishments:

- ◆ Ability to work comfortably with Microsoft excel
- ◆ Consistently met client demands and deadline

Site Technician**STACCO****2013-2014**

STACCO is a building contractor company operating in Rwanda

Key responsibilities included:

- ◆ Building Setting-out
- ◆ Excavation of foundations
- ◆ Casting of foundations and column foundations
- ◆ Stone masonry and brick masonry construction for walling
- ◆ Doors and windows installation
- ◆ Roofing
- ◆ Paving and finishing

Accomplishments:

- ◆ Ability to work comfortably within a team of diverse members

Qualifications and Professional Development			
Area of Learning	Provider	Year	Grade Attained
Civil Engineering	ULK	2017	Advanced Diploma in Construction Technology
Construction Technology	IPRC	2013	Diploma in Construction Technology
O' Level Education	ESSI Nyamirambo	2009	O' Level Certificate

Personal Details
DOB: 15 th September 1994 Driving Licence: N/A Nationality: Rwandan Marital Status: Single

Hobbies and Interests
<ul style="list-style-type: none"> ◆ Drawing ◆ Studying and appreciating nature together with its forces ◆ Reading Bible and Bible based literature

Referees
<p>1. PATRICK KAYIJAMAHE Head of Department ULK (Kigali Independent University) Mobile No: 0785 427606</p> <p>2. NKUNDA MEDIATRICE Branch Manager Bank Of Africa Rwanda Limited Mobile No: 0788-612310/ 0788-925646</p> <p>3. VICTOR ODUOR Branch Manager KCB Bank Rwanda Limited Mobile No: 0787-260060</p>

I certify that the information contained herein is accurate to the best of my knowledge