

Mathew Shereni

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OBJECTIVE I am seeking a compelling opportunity to apply my extensive background in IT administration and my specialized knowledge in computer science, particularly in Software Development and Information systems management. With the recent completion of my master's degree focused on Information systems management, I am eager to join a dynamic team where I can contribute my skills to drive innovation and tackle complex challenges in the field of Software development and cloud computing

PROFESSIONAL PROFILE

Dynamic and versatile in the fields of Administration, Information Technology, software Engineering, and Cloud Computing, with progressive experience in computer science and engineering. Demonstrated ability to adapt to cutting-edge technologies and deliver innovative solutions that align with client needs. Proven proficiency in machine learning algorithms, data analysis, and software development. Committed to continuous learning and staying at the forefront of this rapidly evolving field.

SUMMARY OF QUALIFICATIONS

- Skilled in data analysis and reconciliations, with experience in identifying and resolving discrepancies and irregularities in data.
- Preparation of weekly, monthly and annual reports on project deliverables as per deadlines.
- Exceptional verbal and written communication skills, along with excellent interpersonal and client-servicing skills.
- Exceptional organizational, coordination, and time-management skills, essential to prioritize and manage multiple projects simultaneously while adhering to deadlines.
- Outstanding problem-solving skills with the ability to learn quickly and understand new business concepts, essential for designing and implementing software and cloud solutions.
- Work well independently and meet deadlines, complemented by excellent teamwork skills.
- Languages: Fluent in English (Speaking, Writing, Reading & Listening).

TECHNICAL SKILLS

- Proficiency in programming languages such as C#, Java, CSS, HTML, WordPress, SQL and VB.NET
- Familiarity with frameworks and Version control tools like Spring Boot, React, MVC, Git & GitHub
- Requirements gathering, Analysis, Systems design and architecture
- Continuous integration/continuous deployment (CI/CD)
- Systems design and architecture
- Familiarity with Linux/Unix MacOS and Windows operating systems
- Excellent analytical and critical thinking skills
- Proficient in creating documentation and user manuals
- Familiarity with SDLC methodologies that is Scrum, Agile & Waterfall

EDUCATION & PROFESSIONAL DEVELOPMENT

- Master's Degree Information Systems Management (Credit)-Zimbabwe
- Bachelor of Information Technology Honors Upper Second Class (2022)-Zimbabwe
- Certificate in Business Administration (LCCI)2012
- Certificate in Business Principles and Practice (LCCI)2012
- Class 4 driver's licence (2017)

CERTIFICATIONS

[Oracle Certified Associate, Java SE 8 Programmer](#)

[Oracle Cloud Data Management 2023 Certified Foundations Associate](#)

[Oracle Cloud Infrastructure 2023 Foundations Associate \(1Z0-1085-23\)](#)

CORE COMPETENCIES

Data Analysis and AI | Programming and Software Development | Cloud Computing | Problem- Solving & Analytical Skills | Project Management | Communication Skills | Industry Knowledge | Finished Product Testing | Data Visualization | Administration and Finance | Database Administration. | Coding

PROFESSIONAL EXPERIENCE January 2022 up to date

IT OFFICER Acol Chemical Holdings ,Harare, Zimbabwe

- Managed and maintained IT infrastructure, ensuring optimal performance and security.
- Provided technical support, troubleshooting hardware and software issues for staff.
- Developed and launched a company website, enhancing online presence and user engagement.
- Assisted in software implementation, contributing to improved operational efficiency.
- Monitored network performance and security, preventing unauthorized access.
- Oversaw data backup and recovery processes, ensuring data integrity.
- Conducted user training on new technologies and software tools.
- Collaborated on IT projects, aligning technical solutions with business objectives.
- Managed procurement processes for IT hardware and consumables, ensuring cost-effective purchasing.
- Evaluated vendor proposals and negotiated contracts to secure favourable terms and pricing.

Accounting Technician

Acol chemicals holdings, Harare ,Zimbabwe

Nov 2010 –Dec 2021

- Managed daily financial transactions and maintained accurate records.
- Assisted in the preparation of financial statements and reports.
- Processed accounts payable and receivable, ensuring timely payments and collections.
- Conducted bank reconciliations and resolved discrepancies.
- Collaborated with auditors to facilitate annual audits and compliance reviews.
- Utilized accounting software (e.g., QuickBooks, Sage) for data entry and financial analysis.
- Prepared and filed tax returns, ensuring compliance with regulations.
- Assisted in budgeting and forecasting activities to support financial planning.
- Provided support to senior accountants and management in financial decision-making

References: Available upon Request

Portfolio website: <https://mathew-shereni-portifolio.vercel.app/>