

# CARRICULUM VITAE

## KUDZAI NYARUVE

28 Sanmar Mansions

79 Connaught Road

Scottsville

Pietermaritzburg

3201

### **PERSONAL DETAILS**

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Date of Birth	17 February 1986
Sex	Female
Marital Status	Single
Contact Numbers	083 244 5335 / 033 345 9373
Email address	nyaruwekudzai@yahoo.com.au
Religion	Christian

### **CAREER OBJECTIVE**

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Seeking a suitable position in Microbiology, Biochemistry and related fields

### **ACADEMIC QUALIFICATIONS**

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2005-2009 University of KwaZulu Natal ,Pietermaritzburg

- Bachelor of Science in Microbiology and Biochemistry
- Majors: Microbiology and Biochemistry

1998-2004 Dadaya High School

- Completed my O' and A' Levels

2004 December

- ICDL(International Computer Driver's License)

## **PART TIME WORK EXPERIENCE**

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May-August 2006

- Worked as a bookseller for Exclusive Books, Midlands Mall Pietermaritzburg. My tasks involved selling books and ordering books for customers from other branches and cashing up after the day. As a result of this I have gained better customer service skills and teamwork skills

February-November 2007

- I worked in the University residence in the House Committee as a floor representative. My duties involved listening to students' grievances and handing them over to student housing and vice versa, reporting any incidences in the residence to the relevant university departments. This experience enhanced my leadership skills as well as my negotiating skills.

June-July 2008

- I worked as an intern in the EMRU (Endophyte and Mycorrhizal Research Unit) at the University of KwaZulu Natal Pietermaritzburg. My duties involved spore extractions, running gels, researching, PCR and cleaning of the lab and laboratory equipment. This experience sharpened my research skills.

May-Current 2009

- Working part time at DTA (Development and Training for Adults). My duties involve teaching computer classes to adults and working in the office as a PA. This experience has taught me competency and patience as well as interpersonal skills. My teaching and admin skills have also been sharpened as a result of this experience.

September 2009

- Worked on the weekends at TAG TEC electrical institution doing a past student survey. My duties involved calling former students with a questionnaire so as to draw up the survey. This experience taught me to speak well on the phone.

## **SKILLS**

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MS Office Suite

- Word ,Excel ,PowerPoint ,Access,

Scientific skills

- PAGE gel electrophoresis
- PCR
- Good Laboratory Practices

Languages

- Attended a Zulu for non-Zulu speakers course

## **POSITIONS OF RESPONSIBILITY**

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School prefect 2001-2002

- Enhanced my leadership skills

Talent Club treasurer 2003-2004

- This experience taught me honesty and how to handle money.

RAG committee member (Remember and Give) 2007

- This is a University social responsibility club. This experience taught me to give back to the community and to be sensitive to community issues.

## **HOBBIES**

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Listening to music, Watching movies, Swimming and the Outdoors

## **REFERENCES**

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### **Cheryl Naidoo (Manager)**

Exclusive Books

Midlands Mall

Pietermaritzburg

Phone: 033 342 2074

Cell : 076 044 0667

### **Sumaiya Jamal (Lecturer)**

EMRU Lab 233

Rabie Saunders Building

University of KwaZulu Natal

Faculty of Science & Agriculture

Phone: 033 260 6209

Fax : 033 260 5919

### **Debbie van Dyk (Manager)**

DTA (Development & Training for Adults)

P.O Box 100843

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3209

Phone: 033 397 2988

Cell : 082 338 2079

Email.dta@futurenet.co.za

### **Tinashe Madavo**

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