



# DINGI MATSHE

## IT DEVELOPER, TEACHER, EDITOR

### PROFILE

I am an energetic, ambitious, resilient and innovative person. I have developed a responsible approach to any task that I undertake, or situations I am presented with.

I am excellent at working under pressure and working with others to achieve a common goal in a timely fashion.

I anchor my character on values of diligence, honesty, and compassion.

### CONTACT

#### PHONE

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#### MAIL

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#### ADDRESS

DONGMING路, SHIQI区,  
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CHINA

### SOCIAL MEDIA



#### FACEBOOK

FACEBOOK.COM/DMATSHE



#### INSTAGRAM

INSTAGRAM.COM/DINGI\_M



#### WECHAT

dingz691

### EXPERIENCE

- 2008-2015 ● **HOOHLO GENERAL STORE**  
OPERATIONS MANAGER  
SERVING SECOND TO ONLY THE OWNER OF THE STORE I OVERSAW SALES, LOGISTICS AND FINANCES OF ALL STOCK AND PERSONNEL THAT WERE INCLUDED IN THE DAY-TO-DAY RUNNING OF THE BUSINESS.
- 2010-2014 ● **MHM & ASSOCIATES**  
CORRESPONDENCE EDITOR  
DURING THIS TIME PERIOD I WAS REGULARLY OUTSOURCED BY THIS ACCOUNTING FIRM TO PROOFREAD CORRESPONDENCE BETWEEN THE FIRM AND ITS CLIENTS AND EVEN TRANSCRIBE ON MANY OCCASIONS.
- 2020- ● **KINDERGARDENS / ENGLISH TEACHING CENTERS**  
ENGLISH TEACHER  
I TAUGHT ENGLISH TO CHILDREN BETWEEN THE AGES OF 4 - 10 AS BOTH A FULL-TIME AND PART-TIME TEACHER
- 2020- ● **FREELANCE**  
GRAPHICS DESIGN  
I HAVE COMPLETED A WIDE VARIETY OF REQUESTS THAT REQUIRED INTIMATE KNOWLEDGE OF I.T. GRAPHICS SUCH AS WEB DESIGN, LOGO DESIGNS AND PICTURE/VIDEO EDITING.

### EDUCATION

- 2011-2014 ● **IGCSE CERTIFICATE**  
FALCON COLLEGE, ZIMBABWE
- 2015-2016 ● **IB COURSE CERTIFICATE**  
MACHABENG INTERNATIONAL COLLEGE OF LESOTHO
- 2017-2021 ● **BACHELOR OF SOFTWARE ENGINEERING**  
NEUSOFT INSTITUTE OF INFORMATION TECHNOLOGY, CHINA
- 2021 ● **TEFL IN CHINA CERTIFICATE**  
PERSONAL ONLINE LEARNING **120 HOURS**

### SKILLS

#### PROFESSIONAL

#### PERSONAL

HTML/CSS	<div style="width: 75%;"><div style="width: 75%;"></div></div>	COOKING	<div style="width: 75%;"><div style="width: 75%;"></div></div>
PHOTOSHOP	<div style="width: 60%;"><div style="width: 60%;"></div></div>	FITNESS	<div style="width: 75%;"><div style="width: 75%;"></div></div>
OFFICE TOOLS	<div style="width: 85%;"><div style="width: 85%;"></div></div>	GO-KARTING	<div style="width: 95%;"><div style="width: 95%;"></div></div>
JAVA	<div style="width: 50%;"><div style="width: 50%;"></div></div>	DRONE PILOTING	<div style="width: 90%;"><div style="width: 90%;"></div></div>
GRAPHIC DES'	<div style="width: 80%;"><div style="width: 80%;"></div></div>	GAMING	<div style="width: 85%;"><div style="width: 85%;"></div></div>
PYTHON	<div style="width: 65%;"><div style="width: 65%;"></div></div>	PUBLIC SPEAKING	<div style="width: 80%;"><div style="width: 80%;"></div></div>

### REFERENCES

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Teaching Peer  
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Ms Ntali Matela  
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