Curriculum Vitae for

**ALFRED**

**Personal Information**

Gender: Male

Dateof Birth: 01 January 1984

Marital Status: Married

Languages Spoken: English, Shona

Religion: Christian

Email Address: alfred.341766@2freemail.com

**Current Job** : **Sub-Officer at Civil Aviation Authority of Zimbabwe**

****Objective****

To secure a position as a fire safety officer/fire Officer/firefighter/Ambulance Technician where I can contribute my extensive knowledge, skills, and experience to an outstanding and exceptional department that prioritizes its commitment to the safety of the community.

**Strengths**

1. Extensive experience in training and supervising new recruits
2. Familiarity with emergency response procedures
3. Experience working with medical teams and units
4. Highly skilled in resolving conflict and disarming hostile situations
5. Ability to work in a wide array of working environments
6. Disciplined leader
7. Ability to remain calm and collected under high pressure situations
8. Familiarity with protocols for handling sensitive information
9. Commitment to serve the safety of the community
10. Excellent public relations, written and verbal skills
11. Superb communication and interpersonal skills
12. Flexibility and adaptability to change
13. Ability to work independently or in a team environment
14. Superb skills in administering CPR and first aid
15. Experience and enthusiasm in working with the community to provide effective solutions to community problems

**Experience**

**Sub-Officer at Civil Aviation Authority of Zimbabwe (CAAZ), Fire Department, March 2016 to Date.**Harare International Airport.

**Job responsibilities:**

* Directly in charge of RFFS and EMS crews and equipment at the station, supervises and direct the stations resources to efficiently respond to emergencies in accordance with recommended practices and procedures.
* Direct and command R.F.F.S crews at aircraft and any other life and property threatening distress calls.
* Carry out fire prevention inspections and awareness programs.
* Carry out Airport, RFFS and EMS administrative and operational duties.
* Maintain accurate records of RFFS and EMS equipment and fire station assets.
* Ensure that all fire equipment is tested/repaired and maintained in a state of readiness at all times in accordance with professional, ICAO, and international standards and recommended practices.
* Implement routine training programs at station level.
* Responsible for discipline, team building and motivating staff.
* Compile weekly,monthly and annual reports.

**Leading Firefighter/Ambulance Technician at Civil Aviation Authority of Zimbabwe (CAAZ), Fire Department, 2013-2016**Harare International Airport

**Job Responsibilities:**

* In charge of training and supervising new recruits
* Supervise daily operations of the department
* Safely and responsibly operate fire truck
* Have led several community CPR workshops
* Continue my professional development by attending seminars and workshops
* Some supervisory duty of department staff
* Providing fire and rescue services to the airport and community
* Ensure the protection of the lives and properties of the people in vicinity
* Provide ambulance services to airport and community
* Supervise the rescue operation during the fire incident
* Providing fire awareness and prevention to the airport
* Supervise operation of fire equipment and other related apparatus
* Ensure firefighting, rescue equipment and ambulances ready and clean for emergencies
* Respond to emergency calls and attend to patients and scenes as per call promptly 24/7
* Save life, property, promote recovery and prevent condition from worsening
* Render humanitarian services.
* Conducting fire drills and simulations
* Document events and write reports
* Participated in rescue operations during fire incidents
* Operated fire equipment and other related apparatus
* Performed first aid activities and provided necessary assistance.

**Senior Firefighter/Ambulance Technician atCAAZ Fire Department, 2010-2013**Harare International Airport

**Job Responsibilities:**

* Duties included fire suppression, emergency medical response, vehicle and station maintenance and customer service
* Helped organize and lead community education and awareness workshops, programs, and events
* Collaborated with other fire departments, law enforcement agencies, and medical teams
* Led several successful fire prevention and community education campaigns

**Firefighter at CAAZ Fire Department, 2008-2010**Harare International Airport

**Job Responsibilities:**

* Served community by working on fire suppression, emergency medical response, fire prevention and education
* Provided services under highly stressful emergency situations
* operated fire truck vehicle according to department policies and regulations
* Led community education and fire prevention workshops
* Completed several professional development workshops

**Education and professional qualifications**

**Ambulance Technician Certification**
Class 2 Driver’s License Pump operator

**Institute of Fire Engineers, UK,** Level 3 Diploma in Fire Science and SafetyLevel 3 Certificate in Fire Science, Safety, Operations and Management
2013-2015

**Zimbabwe Fire Services Examination Board** Station Officer Certificate Sub Officer Certificate Leading Firefighter Certificate 2012-2014

**Magunje Secondary School,**Advanced Level Certificate (3-A levels)
2003-2004

**Karambazungu Secondary School,** Ordinary Level Certificate (12 Ordinary levels) 1999-2002

**Relevant courses taken**

1. Hazardous Materials Incident Management
2. Fire Services Administration
3. Ambulance Technician
4. Basic Occupational Health and Safety Management
5. Disaster and risk Management
6. Conflict Resolution
7. Quality Management
8. Introduction to computers
9. Result Based Management Systems
10. Balanced Score card and Sage Evolutions
11. Supervisory Management Training.

**Current studies**

1. Executive Certificate in Occupational Safety and Health Management (University of Zimbabwe)

**Skills and Attributes**

* Computer literate
* Very fast learner and quick thinker
* Naturally good in mathematics and science
* Strong and determined
* Flexible, enquiring mind and disciplined
* Passion to learn

**Hobbies**

Watching and playing Soccer

Volleyball

Chess

Reading