**PROFILE**

To enhance my professional skills, capabilities and knowledge in an organisation that recognises the value of hard work and trusts me with responsibilities and challenges.

**EXPERTISE**

* Computer
* Analytical
* Interpersonal
* Time management
* Multi-tasking
* Data entry
* Proactive

**PERSONAL DETAILS**

**DOB:** *13-4-1984*

***Nationality: Zimbabwean***

**Gender:** *Male*

**PERSEVERANCE**



*|* [*perseverance-394547@2freemail.com*](mailto:perseverance-394547@2freemail.com)

**SUMMARY**

A mid-level Insurance Officer with 7+ years of experience and a degree in Insurance and Risk Management. Seeking a position to passionately execute the collection and analysis of insurance statistical information.

**EDUCATION**

|  |  |  |
| --- | --- | --- |
| **Bcom Insurance and Risk** | MAY 2014 |  |
| **Management Honours** | Marks: 2.2 |  |
| **Midlands State University** |  |
|  |  |
| **Zimbabwe** |  |  |

**AWARDS**

**Organisational Commandments**

**MAY 2011**

**Created organisational commandments to communicate the management's vision**

**Service excellency**

**JUN 2011**

**Tracing areas which brought disatisfaction in paying out of pension benefits.**

**Data capturing**

**AUG 2015**

**Instituted systems and procedures for claims data capturing which brought more consistency, satisfaction and reduced mistakes.**

**EXPERIENCE**

|  |  |
| --- | --- |
|  |  |
|  | ***Insurance Officer*** |
|  | **AUG 2010 - AUG 2019** |
|  | **Harare, Zimbabwe** |