

## CONTACT

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 [Imani Alfred Niyigena](#)

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Clare Estate  
Durban  
4091

## SOCIAL

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 Imani Niyigena

 Imani Niyigena

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### KEY ACHIEVEMENT

From January 2018 to October 2018, I worked with certified Microsoft trainers on training certification candidates, designing and developing websites and this includes upgrades to the Think360 website. I have achieved other minor personal and professional goals such as running an NPO and being selected to participate in the Microsoft Student to Business programme

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# Imani A. Niyigena

## CURRICULUM VITAE

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### PERSONAL STATEMENT

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I am a self-motivated individual, with a vision to gain experience through hard work and professional strategic planning. My goal is to provide professional services with a result for high solutions and dependability from our clients by taking personal ownership of all the aspects of my job thus also providing positive representation of the brand. Additionally, I have experience in professionally training individuals at college level and corporate level and all other aspects associated with academic facilitation. I am looking for a position at an innovative company with a specialized work force that's committed to their professional responsibilities.

### WORK EXPERIENCE

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#### Intern Academic Facilitator

*January 2018 – October 2018*

Think30/iStudent Academy

Key responsibilities:

- Lecturing matriculants and corporates (Courses listed below)
- Exam preparation, remediation preparation and academic mentoring (With specific respect to assisting students with course completion difficulties.)
- Creation of lesson plans and marking of scripts.
- Microsoft Courses facilitated:
  - Word, Excel, PowerPoint, Outlook 2013 & 2016
  - Software Development Fundamentals, HTML5 Application Development Fundamentals, Windows OS Fundamentals, Networking Fundamentals, Security Fundamentals, Mobile and device Fundamentals and Database Fundamentals

#### Business Design Strategist

*November 2015 – April 2016*

Inkehli Marketing and Events

Key responsibilities:

- Creating a wide range of different marketing materials.
- Planning and implementing promotional campaigns.
- Managing and improving lead generation campaigns, measuring results.
- Preparing online and print marketing campaigns.
- Mobilizing resources to execute the actions in relation to achieving goals
- A part of the creative team

#### Co- Founder /Chairman

*October 2015 – Ongoing*

South Africa the Bigger Picture(NPO)

Key responsibilities:

- Maintain effective internal communications to ensure that all relevant company functions are kept informed of project objectives.
- Ensure that documents are timeously delivered to the right people.
- Creating and reviewing project reports.

## SKILLS

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- Use of Adobe Creative Cloud software including Photoshop, Dreamweaver and more.
- Competent in setting up and analyzing Google AdWords campaigns.
- Competent in analyzing and reporting on Google Analytics data.
- Well experienced with Visual Studio, many other IDE's and a wide range of Microsoft products

## REFERENCES

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Angus Mukurumbira  
Enactus DUT Student  
President  
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Sibusiso Blessing Zondi  
Deputy Chairman: South Africa  
the Bigger Picture  
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Nicky Viljoen  
Branch Manager: Think360 and  
iStudent Academy  
031 277 2000  
nicky.viljoen@think360.co.za

“Imani has a passion for the job that had a positive impact across a number of projects. I would not hesitate to hire him again if the opportunity and the right role emerged. His background and experience should be a good match for any position.”

Nicky Viljoen  
Branch Manager

*Think360 and iStudent Academy*

## WORK EXPERIENCE (continued)

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### Interviewer

*June – October 2015*

Durban RevoluXion (Documentary)

As an unpaid interviewer, my key responsibilities included:

- Preparation of interviewees, formulation of interviewing questions, choosing suitable locations for the shooting of the interviews and the recruitment of suitable interviewees Identifying potential customers and targeting them

### Technical support consultant (Volunteer Work)

*1 October 2015 – 12*

*October 2015*

Enactus DUT

Key responsibility:

- Hardware and software troubleshooting, system debugging, operating system upgrading, program installations and program updating

## EDUCATION

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### National Certificate: Information Technology: Systems Development

*2017-2018*

Specializing in MCSA: Windows Store Apps,  
SQL 2016 Database Development, Web  
Applications and Windows 10

Think360\iStudent Academy

### Secondary School (Matric)

*2009-2013*

Sastri College

## Personal details, hobbies, interest and traits

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- ID num: 9603116448186
- DOB: 11-03-1996
- Marital status: Single
- Nationality: Rwandan
- Home language: English and Kinyarwanda
- Other language: IsiZulu
- Criminal Record: None
- Health: Excellent
- I'm a self-motivated and assertive individual who tries his best be a team player and a valuable member of any group
- Dependable, respectful, punctual, responsible, honest, diligent with excellent communication and people skills
- My personal interest range within writing structures mainly pertaining to philosophical and psychological concepts. I have a passion for landscape and abstract art, photography, computer programming, charity work and motivational speaking.
- Hobbies: Basketball, writing, reading about science, religion, philosophy, politics and psychology