

# Ireen Mutumenji Zulu CV

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Am a self-motivated and ambitious person, capable of working in a multicultural environment with excellent interpersonal skills, with a strong background in sociology and development studies, I am looking forward to new yet challenging opportunities to advance and apply my knowledge. Looking forward to lead large projects where my education, skills, training and experience can be fully utilized.

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## **PERSONAL DETAILS**

Nationality: Zambian (NRC No.: 915127/11/1; Passport No: ZN049195).

Date of Birth: 29<sup>th</sup> July 1984.

Sex: Female.

E-mail: [Mutumenji@yahoo.com](mailto:Mutumenji@yahoo.com)/Mutumenji.zulu@gmail.com.

Cell-Phone: +260977317987/+260954245581.

## **WORK EXPERIENCE 2020- till present: Research Supervisor**

University of Lusaka (Unilus)

- To assist and support a student throughout academic studies.
- Giving guidance about the nature of research and standard expected about planning of the research (qualitative/ quantitative).
- Go over student's data and be reassured of its quality and integrity (data analysis).
- Ensure that proper records are kept with regards to student's progress.

## **2017- Part time: Entrepreneurship/Research**

Zambia Association Federation of Women in Business (ZAFWIB)

- Conducted a research on Adoption and Usage of Information Communication Technologies (ICTS) amongst women in Small and Medium Enterprises (SMEs) in Zambia.

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## **2013 – 2017: Chiefs' Affairs Officer**

*Ministry of Chiefs and Tradition Affairs- Mansa District, Luapula.*

- Undertaking timely implementation of programs on Chiefs and Kapasus welfare in order to support the institution of Chieftaincy.
- Supervising effectively the registration of villages in order to maintain records on inhabitants in chiefdoms.
- Facilitating effectively the resolution of conflicts in chiefdoms in order to promote harmony for effective administration.
- To facilitate effectively holding of the Provincial Council of Chiefs' Meetings in order to enhance chiefdom governance.
- Educating chiefs on government developmental programs.
- Carrying out research on developmental needs in chiefdoms.
- Implementation and follow ups on developmental projects in chiefdom.
- Facilitate installation ceremonies for chiefs in the district.
- Advocate of anti-early marriages and good health.

## **ACHIEVEMENTS**

- Co-ordinated the installation ceremony for His Royal Highness Chief Kalasa-Lukabanga in Chembe district in Mansa.
- Took part in the spear-heading of the women entrepreneurship empowerment initiative in collaboration with Ministry of Gender and Child Development with the aim designed to improve the economic status of women and girls in Luapula.
- Collaborated with Scaling Up Nutrition(SUN) to promote and foster good nutrition in all the districts in Luapula Province amongst the adolescents and adults.

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- Collaborated with PLAN international with the child protection and participation launch, which dealt with children protection community based paralegal desk in Mansa and Chembe district and also creating child rights clubs in schools and community sensitization for example, in kalaba and chilila.
- Collaborated with United Nation Development Programme (UNDP) in advocating for the He for She campaign for gender equality.
- Published a journal on Determinants of Service Quality in Primary Health Facilities in Mpulungu District Northern Province Zambia ([www.questjournals.org](http://www.questjournals.org))

## **6 months: Intern - *ALCHEMY HR SOLUTION***

- Organise interviews for employment.
- Coordinate activities and information for smooth running of Women in Leadership Empowerment.
- Collection and compilation of data regarding salaries offered by different institution.

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## EDUCATION

Institution	Period	Qualification
University of Botswana	2012 -2016	Masters in Development Studies
University of Zambia	2006-2010	BA (Sociology) with <ul style="list-style-type: none"><li>• Major (Sociology)</li><li>• Minor(Development Studies)</li></ul>
Kabulonga Girls Secondary School	2000-2002	GCE (O) Levels
Libala Secondary School	1998-1999	JSSL Certificate
Ibex Hill School	1995-1997	Grade 7 Certificate
Rhodes Park Primary School	1991-1994	None (Junior Primary)

## PERSONAL SKILLS

### LANGUAGE SKILLS:

- Fluent in written and spoken English.
- Fluent in spoken Chinyanja/Ngoni.

### COMPUTER SKILLS

- Competent in MS Word, Power point and Excel.
- Competent in Internet Searching.
- Competent in Internet social networking skills.

### SOCIAL SKILLS

- Team player.
- Relate well with other people from difference cultural/social backgrounds.
- Leadership skills.
- Public speaking skills.
- Ability to work under minimum supervision.
- Super-efficient.
- Self-starter.

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- Innovative and Imaginative.
- Sense of urgency and accuracy.
- Passion for Excellency.
- Attention to detail and a keen listener.
- Organised and high level of integrity.

## **AWARDS/SPECIAL RESPONSIBILITIES**

- 100 meters School Champion (1997) – Ibex Hill School Inter-House School Competition.
- Best French Language Student Award 1997 – Ibex Hill School.
- Best Behaved Student Award (1997) – Ibex Hill School.
- Head Girl (Primary) 1997 – Ibex Hill School.
- Best History Subject Student 1998 – Libala Secondary School.
- Award in Art 2000 – Kabulonga Girls Secondary School.

## **HOBBIES**

- Travelling.
- Listening to music.
- Cooking.

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## REFERENCES

1. Mrs Nora N. Nchimunya, University of Lusaka (UNILUS) P.O Box 36711, Lusaka Zambia phone:0978913069/260211233407/258409
2. Mr. Musonda, Ministry of Chiefs and Traditional Affairs, P.O Box 710340 Mansa, Luapula Phone: 0977778778.
3. Dr. Musonda Lemba, University of Zambia, Department of Demography, P.O Box 32379, Lusaka. Email [mlemba@hss.unza.zm](mailto:mlemba@hss.unza.zm). Phone: 0955 80 24 14.