

Runyararo Chipere

Teacher

Administrator

Skills

Operations Management

Administrative

Communication (oral & written)

Problem Solving

Critical Thinking

Computer Operations

Time Management

EDUCATION

- Cambridge University
– 7 O' level
- Serima High School
- Higher National
Diploma in Secretarial
Studies Harare
Polytechnic 1995-1998
- National Diploma in
Education Gweru
Polytechnic 2000 –
2001

Unit 6 York Cottages
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Greencroft
Harare

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OBJECTIVE

A practical oriented educationist with over 20 years teaching experience at government and private schools in Zimbabwe, South Africa, Oman and an online teacher wishes to pursue and advance in the education sector empowering the learners with practical and theory oriented learning skills to be adaptive in the ever changing global world.

EXPERIENCE

January 2021- August 2023

Jobs Technical College

Chegutu

- Taught English Language, English in Literature, Economics, Commerce and Family and Religious Studies form 1-4 Zimsec Syllabi
- Administrative work and record keeping
- Examination monitoring and supervision

February 2018 – December 2020

Lionsgate Private School

Harare

- Taught English Language, English in Literature, Cambridge Syllabus form 1-4

March 2017 – August 2017

Norbidiyah Private School

Oman

- Taught English Language as an additional language

January 2011– December 2016

Sedibeng FEVT

South Africa

- Taught English as the First Additional Language

January 2008 – December 2010

Kiddies Academy

South Africa

- Taught English as First Additional Language – Grade R

January 2003 – December 2007

Kushinga Phikelela Polytechnic

Zimbabwe

- Taught Office Practice, Communication, Secretarial Duties

February 1999 - December 1999

The Cotton Company of Zimbabwe

- Administrative Duties/ Reception and Typing duties

REFERENCES

References are available upon request.