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## **NGWENYA PERSEVERANCE**

**D.O.B:** 09/ 05/ 1997

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Victoria Falls, Zimbabwe

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### **PROFILE**

Ngwenya Perseverance is a recent graduate that possesses a Bachelor (Honours) Degree in Accounting from the National University of Science and Technology. She is a former Marist Brothers High School student. She was the first senior head girl for two years (2015 & 2016) and school prefect for a year in 2014. She was a Peer Educator of Marist Aids club, Girl Child empowerment Club and a senior member in the Marist Environmental Club. She is also a dedicated and determined member (donor) of the National Blood Services of Zimbabwe and a member of NUST Sisterhood Club at the National University of Science and Technology. Her hobbies are playing volleyball, netball, swimming, reading Christian literature and watching movies, series and documentaries.

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### **PERCEIVED PERSONAL ATTRIBUTES**

Perseverance is an efficient pressure handler who is versatile, flexible and self-motivated. She is computer literate and numerically sound with extensive knowledge of Microsoft word, Microsoft power point, Microsoft Excel, Promun and Sage Evolution (Pastel). She is an interactive person with effective communication skills and can work with different people who bear different attitudes. Her time management skills and confidence are spot-on.

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### **OBJECTIVE AND PERSONAL AMBITIONS**

To be a Financial Adviser (Planner), or/and a Lecturer. To be part of a team that gives one an opportunity to exercise their human potential. To develop good relations with people through participating in different societal activities, helping and empowering the less privileged and those in need.

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## **PROFESSIONAL QUALIFICATIONS.**

### **1) Accounts Intern at Shearwater Adventures for 8months (2019-2020).**

*September 2019 – April 2020*

- Supporting Accountants as required.
- Daily inputting of purchase invoices to the Accounting system (Pastel).
- Control of authorization and payment of purchases invoices.
- General ledger maintenance and cashbook daily update (data entry).
- Updating and entering journals for sales revenue and other transactions.
- Processing of sales invoices, expense & credit card claims (confirming receipts of clients' payments in our bank accounts).
- Reconciliation of bank, supplier and debtor accounts with Shearwater's.
- Maintenance of Excel sheets on daily bank rates for USD and other currencies.
- Train other new interns with areas of work.
- Computing and the filing of Tax returns & VAT returns.
- Filing, archiving & photocopying of invoices, bank statements.
- Team building and representing the company on any charity and social responsibility work.

### **2) Four (4) months internship at the Victoria Falls Municipality in the Debtors department (2019).**

*May 2019 – September 2019*

- Computing for VAT returns and Withholding tax
- Assisting in the filing of Tax returns & VAT returns.
- Accounting for Travel and Accommodation expenses for management.
- Preparing and sending Summons for uncollectable debts to the Court for litigation processes and further distributing them to the rightful debtors.
- Negotiating with clients and seeking ways to better assist them to clear their water and service charge debts.
- Debt collection and ensuring that all due payments are made through the collection of revenue on overdue accounts.
- Representing the organisation on Voluntary clean-up campaigns.

### **3) Marist Old Students Association.**

*September 2017– December 2018*

- I was the first Administrator for the MOSA (Marist Old Students Association) - an organisation that comprises of all former Marist students since 1972.
- Business Development, enhancement and magazine production and organisation's advertisement through network marketing
- Team building sessions with other members.
- "Magazine-editing" training, and coaching new members into effective group participants.
- Organised and held meetings.
- Interviewed former Marist Brothers students and other key note speakers for Magazine Editing.

### **4) Waitering at the Victoria Falls Hotel.**

*January 2017– August 2017*

- I am a highly skilled waitress who was efficiently trained and also worked at an iconic Five Star hotel and has vast knowledge on tourism, hospitality, integrity and professionalism, among many.
- Served clients from all over the world.
- I learnt how to deal with clients who bear different attitudes and tastes.

## **ACADEMIC QUALIFICATIONS.**

**National University of Science and Technology (2017-2021)**

**BACHELOR OF COMMERCE HONOURS DEGREE IN ACCOUNTING 2,1**

### **ADVANCED LEVEL**

**Marist Brothers High School**

Three (3) passes in Accounting, Business Studies and Geography- excluding English and Communication Skills in 2016

## **ORDINARY LEVEL**

### **Marist Brothers High School**

10 passes including Mathematics, English, Integrated Science and Computer Operations and Packages (HEXCO)

### **AWARDS**

- PwC Award and ACCA Award in 2021 at the National University of Science and Technology.
- Best student in Geography from 2015 to 2016 at Marist Brothers High School, Dete.
- Best student in Business Studies from 2015 to 2016 at Marist Brothers High School, Dete.
- Best overall students in the School from 2015 to 2016 at Marist Brothers High School, Dete.
- Best student in IsiNdebele from 2012 to 2014 at Marist Brothers High School, Dete.

### **HOBBIES AND INTERESTS.**

- Community service: voluntary visitation local and rural schools and the old age homes. Regular blood donations at the National Blood Services of Zimbabwe.
- Exercising and healthcare: I love to work out with my friends because this makes the whole process a lot more fun, challenging and rewarding.
- Travelling and nature walks: I love to make and organise trips to various destinations such as safaris, bush camps and national parks.
- Reading Christian Literature and Watching documentaries: I have read and enjoyed most of Joyce Meyer, and Kenneth E Hagin
- History: I am fascinated about history as it, inspiring, interesting, gives me a sense of direction and different perspectives on issues such as gender, leadership, democracy, various education philosophies and many more.
- Singing and dancing: I happen to be an active member of the music team at my church- Word of Life International Ministries.

# Curriculum Vitae NGWENYA PERSEVERANCE

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## REFERENCES

### Mrs S. Warima

Chairperson- Accounting Department

National University of Science and Technology

Post Office Box AC 939 Ascot Bulawayo

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### Industrial attachment Supervisor (Department of Accounting)

### Mr A. P Chuchu

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### Mr L. Zinyuke

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The Food and Beverages Manager

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### Mr D. Dube

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