

# Maxwell Tinotenda Chikoti

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## 🧠 SKILLS

### Programming Languages:

C#, Python, JavaScript, HTML.

### Networking & Security:

Cisco CyberOps, IT Essentials.

### MS Suite

MS Word, MS Excel, MS PowerPoint, MS Access

## 👤 PROFILE

Motivated **Information Technology Graduate** (Diploma in Business IT) from the University of Johannesburg with a strong technical foundation in **software development (C#, Python, .NET)** and network operations. Gained practical experience in technical sales and client relations, developing strong problem-solving and communication skills. Passionate about emerging technologies, including AI and CyberOps.

## 👜 PROFESSIONAL EXPERIENCE

### End User Computing (EUC) Tutor

University of Johannesburg

02/2026 – Present

- Facilitated tutorials on Microsoft Office Suite (Word, Excel, PowerPoint, Access) for undergraduate students
- Provided one-on-one academic support to improve digital literacy and computer skills
- Assisted students with assignments, practical tasks, and project requirements
- Explained core End User Computing concepts in a clear, structured manner
- Supported students in developing productivity, data handling, and presentation skills

### Sales Consultant & Technical Support

Computer Trims & Stationers

09/2022 – 03/2023 | Harare

- Managed client relationships by effectively promoting IT products and services.
- Coordinated technical installations for customers, acting as a liaison to ensure seamless integration of hardware solutions.
- Diagnosed and resolved initial customer queries regarding product specifications and compatibility.
- Developed strong multitasking abilities in a fast-paced retail and technical environment.

## 🎓 EDUCATION

### Diploma In Business Information Technology

University of Johannesburg

02/2022 – 11/2025 | Johannesburg

- **Major Modules:** Development Software (C#), Information Systems, Business Analysis.

### Cambridge International A Levels

St George's College

01/2022 – 12/2022 | Harare

- completed Advanced Level studies.

## CERTIFICATES

- IT Varsity FNB App Academy
- Artificial Intelligence in the 4IR | Aug 2025
- Cisco Networking Academy CyberOps Associate | Jan 2022 – Dec 2024
- Cisco Networking Academy IT Essentials | Jan 2021 – Dec 2021

## PROJECTS

### **IT Auditing Web and Mobile App**

02/2025 – 10/2025

| *React Native, Next.js, Figma*

- Developed a dual-platform solution for Orion: a mobile app for auditors and a web dashboard for management.
- Implemented dynamic audit phases, task tracking, and a document upload module for evidence submission.
- Engineered a clean professional interface with smooth progress tracking to streamline the auditing workflow.

### **Mechanic Finder App**

08/2024 – 11/2024

| *React Native, Firebase, Google Maps API*

- Built a mobile application allowing users to locate nearby mechanics, view profiles, and request assistance in real-time.
- Integrated Google Location APIs for geolocation and Firebase for secure user authentication and data storage.
- Designed a modern, user-friendly UI in Figma to ensure quick navigation for users in emergencies.

## REFERENCES

**Civilian Mutangiri**, *Director of Sales and Marketing*,  
Computer Trims & Stationers  
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**Ms Rofhiwa Mmakhuthu**, *Lecturer*,  
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