CURRICULUM VITAE FOR PRIMROSE PANAI ZIJENAH-CHIKOWORE

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| **Name:** | Primrose Panai Chikowore |
| **Date of Birth:** | 17 July 1980 |
| **Marital Status**: | Married |
| **Country of Birth:** | Zimbabwe |
| **Residential Address:** 5 Shato Crescent, Zengeza 1, Chitungwiza. |
| **Mobile Telephone:** | 0733453019/0718408438/ 0778561492 |
| **E-mail Address:** |  | zijenap@gmail.com |
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| Work priorities | Meticulous English/Shona translation, localisation, transcription and |  |
|  |  |
|  | proofreading with 11 years’ experience. Effective knowledge management |  |
|  | and communication. Producing quality research, concept papers, policy |  |
|  | briefs, reports or any publications as required in line with the organisational |  |
|  | mandate. Team management and playing for maximum success in the work |  |
|  | environment. |  |
|  | Competent in Adobe In Design, MS Office Suite and related design packges. |  |
| Professional | **2010 – 2020 Technical Officer.** |  |
| experience |  |
|  | Focal person/link for Rapid Results Initiatives; |  |
|  |  Servicing various Committees of Council (National Research Priorities |  |
|  |  | and Strategic Planning, Research Control and Coordination); |  |
|  |  Writing concept papers, policy briefs, minutes and reports as required |  |
|  |  | by the Council; |  |
|  |  Media liaison: managing media interviews for the Board and |  |
|  |  | Management; |  |
|  |  | Preparing speeches and presentations; Collecting research and |  |
|  |  | technical information for the Council; |  |
|  |  Preparing publicity information, i.e. brochures, newsletters; |  |
|  |  | advertisements; documentaries and annual reports; |  |
|  |  Organising committee meetings workshops, seminars and biennial |  |
|  |  | Symposia (Resource Mobilisation); |  |
|  |  Proof-reading of publications; |  |
|  |  | Ethical review of research applications. |  |

**2006 - 2010 Consultant and Event planner at Corporate Branding Consultancy, Harare.** Responsible for:

* Events Management and Branding, New Business Development, Marketing, Market Research and Public Relations Consultancy.

**2004 - 2006. Public Relations (PR) Consultant at Words & Images Corporate**

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|  | **Communications, Harare.** Responsible for: |  |
|  |  | Execution of PR /media programmes and events management for |  |
|  |  |  | clients in the Environment, Health, Agriculture, Mining, Manufacturing |  |
|  |  |  | and Hospitality sectors. |  |  |
|  |  Desktop publishing i.e. production of newsletters and magazines on |  |
|  |  |  | behalf of clients and translation of publications into Shona/English or |  |
|  |  |  | vice versa. |  |  |  |
|  |  | Facilitation of media relations programmes, including media |  |
|  |  |  | monitoring. |  |  |  |
| Consultancy | June 2010 to date: English/Shona Translation, Transcription and Proofreading |  |
|  |  |
|  | Services  |  |
|  | June 2009: Communication skills training for leaders at Christ Embassy |  |
|  | Church in Chitungwiza. |  |  |  |
|  | March 2008: Customer Care training for Chikos’ Supermarket in Harare, |  |
|  | Zimbabwe. |  |  |  |
|  | July 2006: Media Relations for Zimbabwe Fertilizer Company. |  |
|  | June 2006: Re-branding of Chitungwiza Central Hospital in Zimbabwe. |  |
|  | 2005: Team consultants for the Association of Healthcare Funders of |  |
|  | Zimbabwe Inaugural Congress. |  |  |
|  | 2004-2006: Media monitoring Services for BAT Zimbabwe and Cresta |  |
|  | Hospitality Zimbabwe. |  |  |  |
|  | 2004-2006 Team consultant for the Hospitality Association of Zimbabwe |  |
|  |  |  | Annual Congress. |  |  |  |
| Research Papers | Trends in Health Research in Zimbabwe (2015) |  |
|  |  |
|  | Research for Entrepreneurship: Bringing Innovation to the Marketplace |  |
|  | (2017) |  |  |  |  |
| Educational | 2004 BA Hons English and Communication at Midlands State University, |  |
| curriculum |  |
| Zimbabwe. Awarded Upper 2 | nd | Class(2.1) |  |
|  |  |  |
|  | 2015 Certificate in Business Administration, Heriot Watt University, |  |
|  | Edinburgh Business School, Scotland. |  |
|  | Current Studies: Master in Business Administration, Heriot Watt University, |  |
|  | Edinburgh Business School, Scotland. |  |
| Training |  |  | Writing and copy-editing course: Tribune Newspapers |  |
|  |  |  |  |
|  |  Proof reading and translation course: Tribune Newspapers |  |
|  |  Introduction to Intellectual Property, Technology Transfer and |  |
|  |  |  | Commercialisation: |  | Southern African research & Innovation |  |
|  |  |  | Management Association (SARIMA) |  |
|  |  Research Ethics and Integrity: SARIMA |  |
|  |  Research and Innovation Management: SARIMA |  |
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* Writing and Presentation Skills: Zimbabwe Open University
* MEASURE Evaluation online course on M&E Fundamentals
* Bio-banking and Research Course: African Institute of Biomedical Science and Technology (AiBST)
* Ethical Issues In International Health Research In Africa: Biomedical Research and Training Institute
* Writing and Presentation Skills Course: University of Zimbabwe
* Resource Mobilisation Strategies and Implementation: Chinhoyi University of Technology

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| REFEREES | Available on request |

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