GEGIWE PRISCILLA NYIRONGO

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PROFESSIONAL PROFILE

Versatile and service-oriented professional with a multidisciplinary background in Health Sciences, Nursing and Patient Care, Social Work, Administration, Customer Service, and Community Engagement. Experienced in healthcare support, patient assistance, health education, administration, programing ,coordination, public communication, and client service.

Strong interpersonal and communication skills with experience working with patients, students, clients, community teams, and diverse stakeholders. Reliable, adaptable, organized, compassionate, and committed to providing professional and effective support.

CORE SKILLS

- Healthcare & Patient Support
- Nursing & Patient Care
- Health Education
- Social Work & Community Support
- Administration & Office Support
- Customer & Client Service
- Communication & Public Speaking
- Community Programme Coordination
- Report Preparation
- Teamwork & Leadership
- Conflict Resolution
- Confidential Information Handling
- Problem Solving
- Computer & Virtual Assistance Skills
- Time Management

PROFESSIONAL EXPERIENCE

HEALTH ASSISTANT

Osuji Medicals — Lagos, Nigeria | 2021–2023

- Assisted with medical product dispatch and facility administration.
- Checked medicine expiry dates and supported stock monitoring.
- Assisted with health education activities.
- Provided mobility assistance to patients.
- Supported end-of-life care activities.
- Helped maintain a clean, safe, and conducive healthcare environment.
- Supported the daily operations of the medical facility.

GOVERNANCE UNIT FOCAL PERSON

Caritas Organization — Chipata, Zambia | 2013–2015

- Coordinated activities involving more than 50 CCJP teams.
- Supported programme implementation and community activities.
- Coordinated meetings and activities related to decentralization and constitutional matters.
- Prepared financial reports for projects and activities.
- Coordinated and followed up with programme supervisors.

SCHOOL ADMINISTRATOR

Chikowa Institute College — Chipata/Mfuwe, Zambia | 2012–2013

- Managed administrative responsibilities for a college serving 800+ students.
- Supported student welfare and institutional administration.
- Handled incident reports, maintenance issues, room transfers, and confidential information.
- Assisted with conflict resolution, financial administration, and college functions.

RADIO PRESENTER

Radio Breeze FM — Chipata, Zambia | 2010–2012

- Presented and produced educational programmes.
- Covered education, governance, and women's empowerment topics.
- Produced programmes for schools, NGOs, and individual clients.
- Supported programme marketing and news casting.

ONLINE ENGLISH TUTOR

Native Camp / Preply | Current

- Provide online English tutoring and communication support to learners.
- Conduct lessons in a virtual environment and communicate with learners from diverse backgrounds.

EDUCATION & QUALIFICATIONS

University of the People — California, USA
Degree in Health Science | 2021–2024

CopperStone University
Diploma in Social Work | 2007–2009

Alison Learning
Diploma in Nursing and Patient Care | 2022

Monitoring and Evaluation
Certificate/Training | 2022

Online Virtual Assistant
Certificate | 2022

PROFESSIONAL DEVELOPMENT

ALX — Virtual Assistant Course
Ongoing | 2026

LANGUAGES

- English — Native/Conversational
- Nyanja/Chewa — Native
- Spanish — Beginner
- French — Beginner

PROFESSIONAL STRENGTHS

Communication | Compassion | Teamwork | Leadership | Problem Solving | Adaptability | Organization | Time Management | Client Service | Community Engagement

PROFESSIONAL REFERENCES

Mainza Chazelengana
Director — The Eatery Food Services, Lusaka, Zambia

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