

ZOEY LEO MULEYA

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## PROFESSIONAL SUMMARY

Highly skilled and motivated Software Engineer, Web Developer, Graphic Designer, and Program Manager with a strong background in programming, digital solutions, project management, and business strategy. Proven ability to manage multiple projects, work efficiently in teams, and complete tasks within tight deadlines. Passionate about technology, organizational growth, and social impact. Seeking opportunities to collaborate with companies, NGOs, and government initiatives to drive digital transformation and program development.

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## SKILLS & COMPETENCIES

- Programming & Web Development: Java, JavaScript, HTML, CSS, WordPress, Hostinger, PHP
  - Software Engineering & System Design
  - Graphic Design: Photoshop, Adobe Illustrator, Canva, Premiere Pro
  - Project & Program Management
  - Business Strategy & Marketing
  - Team Leadership & Collaboration
  - Fast Task Completion & Problem-Solving
  - Community Engagement & Strategic Networking
  - Social Media & Digital Marketing
  - Data Analysis & Reporting
  - Music Production
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## EDUCATION

### **Bachelor of Science: Computer and Information Science**

National Institute of Public Administration (NIPA), Lusaka, Zambia

#### **Additional Certifications:**

- Web Designing Certificate
  - Computer Packages
  - Business Management & Communication Skills
  - Software Engineering & Web Development
  - Microsoft Office Suite (Word, Excel, PowerPoint)
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## PROFESSIONAL EXPERIENCE

### **1. Founder & Lead Developer | Leo Web, Lusaka, Zambia**

*2024 – Present*

- Founded a tech solutions company offering web development, IT solutions, and creative services. - Developed customized websites, digital branding, and marketing solutions for businesses and NGOs. - Lead project planning, design, and implementation for clients across Zambia. - Expanding services to include mobile apps, digital marketing, and innovative tech solutions.

### **2. Programs Manager | Tizitokoze Consortium (NGO), Zambia**

*2023 – 2025t*

- Managed and coordinated community development programs. - Tracked program outcomes, prepared reports, and liaised with stakeholders. - Supported NGO projects focused on social impact and capacity building.

### **3. Graphic Designer, Web Developer & Social Media Manager | Master Chimbala Foundation (MCF) (NGO), Zambia**

*2025*

- Designed graphics, websites, and social media content for campaigns and events. - Increased audience engagement and brand visibility online. - Supported digital storytelling and promotional strategies.

### **4. Graphic Designer | Ministry of Health (MOH), Zambia**

*2025*

- Designed visual content for government health campaigns and initiatives. - Collaborated to ensure compliance with official branding and health messaging.

### **5. Data Analyst & Web Developer | Intersex Society of Zambia, Zambia**

*2024 – 2025*

- Managed data collection and analysis for advocacy initiatives. - Maintained and updated the organization's website and digital platforms. - Supported outreach programs using digital solutions.

- 6. Web Developer & Digital Strategist | Thrive Africa Initiative, Zambia**  
*2023 – 2024*
  - Developed and managed the organization's official website. - Created digital content to strengthen online presence and engagement.
- 7. Program Coordinator | Prisoners Reintegration Empowerment Organization (PREO), Zambia**  
*2022 – 2025*
  - Oversaw multiple programs ensuring timely and effective execution. - Improved organizational systems for efficiency. - Negotiated vendor contracts and supported project implementation.
- 8. Freelance Web Development & Graphic Design**  
*2023 – Present*
  - Delivered digital solutions to over 15 companies, including websites, branding, and promotional materials. - Continuously enhanced skills in front-end and back-end development, graphic design, and social media management.
- 9. Graphic Designer | WAFE (NGO), Zambia**  
*2024 – 2025*
  - Designed graphics and promotional materials for NGO campaigns. - Enhanced communication through visual storytelling.
- 10. Graphic Designer & Web Designer | Mamamia Restaurant, Zambia**  
*2024 – 2025*
  - Developed restaurant website and branding materials. - Created social media campaigns to increase customer engagement.
- 11. Social Media Manager | Glow by Zeina (Spa), Zambia**  
*2025*
  - Managed social media channels, increasing brand reach and bookings. - Produced content aligned with brand strategy.
- 12. Graphic Designer & Media/Content Producer | Makewane Na Kalindula (Event Management), Zambia**  
*2025*
  - Created visual content and media production for events. - Worked closely with clients to deliver high-quality designs and promotional materials.
- 13. Graphic Designer | World Health Organization (WHO), Zambia**  
*2025*
  - Produced visual communication materials supporting public health programs. - Maintained consistency with WHO branding standards.
- 14. Web Developer | BK Electronics, Zambia**  
*2025*

- Developed and maintained e-commerce and business websites. - Optimized digital platforms to enhance customer experience.

**15. Data Science & Data Collection | Political Science Association of Zambia (PSAZ) (NGO), Zambia**

2025

- Collected and analyzed data to support research and advocacy. - Assisted in preparing reports and strategic insights for programs.

**16. System and web developer | Safe Paws Zambia (Vet Systems)**

2025

- Built, Designed and maintained the safepawzm.com system – build a Api system that accepts payments and subscriptions with a interactive and multifunctioning backend (High end Api system)

**17. Social Media Manager | Scallywag, Zambia (restaurant)**

2025

- Managed social media channels, increasing brand reach and bookings. - Produced content aligned with brand strategy.

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## CERTIFICATIONS

- Certificate in Web Designing
- Microsoft Office Suite (Word, Excel, PowerPoint)

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## FUTURE GOALS & ASPIRATIONS

- Expand expertise in administration, program management, and digital transformation.
- Collaborate with companies and NGOs to drive innovative tech and creative solutions.
- Develop scalable web and mobile platforms for community engagement.
- Continue building Leo Web into a leading tech solutions company in Zambia.

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## HOBBIES & INTERESTS

- Basketball, Music Production, Videography  
**Languages:** English (Fluent), Nyanja & Bemba

## REFERENCES

Available upon request.