

MAJALIWA KALIWA MASHIMBA

P.O.BOX 24734 DAR ES SALAAM, TANZANIA

MOBILE: 0763594820/ 0717056445, EMAIL: majaliwakaliwa@gmail.com

● **PERSONAL DETAILS**

Nationality: Tanzanian

Sex: Male

Birth Date: 26 July 1994

Marital Status: single

Language: English& Swahili Fluently in both writing and speaking

● **CAREER OBJECTIVE**

A dedicated and knowledgeable ICT Officer with 2 years of experience managing and supporting IT systems and infrastructure. Proficient in troubleshooting and resolving hardware and software issues, performing system upgrades and maintenance, and providing end-user support. Skilled in Database administration, basic graphics design, security protocols, and data backup and recovery. Strong analytical and problem-solving skills with the ability to work independently and collaboratively in a team environment. Passionate about keeping up-to-date with emerging technologies like social media and implementing best practices to enhance organizational efficiency and productivity.

● **EDUCATION BACKGROUND**

- ❖ **Bachelor of science(Bsc) In information Technology**
(The Institute of Finance Management, IFM) (2015 – 2018)
- ❖ **Advanced Certificate of Secondary Education (ACSEE)**
(Same High School, Moshi-Tanzania) (2013 – 2015)
- ❖ **Ordinary Certificate of Secondary Education (CSEE)**
(Bupandagira High School, Simiyu-Tanzania) (2009 – 2012)

Trainings and workshops

- ❖ **October 2022 To Dec 2022:** Cyber-crime Detection and prevention Training-Sponsored by IFM and TEA under Skills Development Fund SDF

● WORK EXPERIENCE

○ Power Computer Telecommunication Limited

October 2020 To November 2022, Position: IT software support

Key responsibilities;

- ❖ Provide technical advice to client and on hand support to users on the installation system
- ❖ Install Management System. Like Hospital, Supermarket ,pharmacy managing system
- ❖ Training users such as nurse, doctors on how to use Management System (MS).
- ❖ Diagnose hardware and software fault.
- ❖ Prepare report and documentation on how user understand and manage to use the system.
- ❖ Solve technical and application problems concern Management system (MS).
- ❖ Perform backups and restoration of databases, company information's and files
- ❖ Provide Ad hoc end-user support via email, phone, and in person respectively.
- ❖ Assisting IT manager with IT assets and system documentation and reports.
- ❖ Perform Server, Computer and printer preventive maintenance(PM) in quarterly basis with the respective service provide

○ Tanzania Bureau of Standards TBS

October 2019 To October 2020; Position: ICT officer (intern)

Key responsibilities;

- ❖ Documenting system configuration and credentials.
- ❖ Undertake level-2 system support and routine maintenance of ICT equipment
- ❖ Installation and configuration of new workstations, printers, and server.
- ❖ Performing database and application administration and controls.
- ❖ Managing server domain, adding and setting user accounts.
- ❖ Manage user data and perform routine backups

○ TANZANIA PORTS AUTHORITY(TPA) DAR ES SALAAM

Jul 2016 To October 2016; ICT officer trainee

Key responsibilities;

- ❖ Supporting computer users on application programs, corporate systems and internet connectivity
- ❖ Installation of CCTV camera security systems.
- ❖ Installation and configuring computer system hardware's, window setup and applications programs to the computer
- ❖ Printer installation and printer sharing configuration.

- ❖ Perform physical cabling, installation and configuration of network devices such as switch and router as per instructed by supervisor.
- ❖ Network troubleshooting and maintenances and IP address configuration in server computers.
- ❖ Computer and printer maintenances of both software and hardware.
- ❖ Installation and updating of the ant-virus software in computers, such as Kaspersky

● **SKILLS**

- ❖ Installation and configuration of LAN and its associated network devices such as routers, switch, IP cameras, and wireless Access Point using Cisco packet tracer.
- ❖ Window server installation.
- ❖ Basic Linux server
- ❖ Microsoft 365 and Advanced excel Data analysis
- ❖ Microsoft Power BI for Data analyst and reporting
- ❖ TCP/IP model
- ❖ Ms SQL server, Oracle Data base
- ❖ Cyber security
- ❖ Programming in HTML, CSS, Javascript Virtual Basic VB, and PHP
- ❖ Backup and replication
- ❖ Virus protection, maintenance, monitoring.
- ❖ Basic in computer systems and network security procedures.
- ❖ Firewall

● REFEREES

1. MIRIAM GERVAS

Tutorial assistant Mbeya University,
PO BOX 31
Mbeya
Mobile; **0754782964**,
Email; gervasmiriam1990@gmail.com

2. Elizabeth Mlemva

Resident Magistrate,
Kishapu district
Phone: **0620500894**
Email: elizabethgervas87@gmail.com

3. ROSE TINABO

Senior lecture and head of department,
P.O Box 3918 Dar Es Salaam, Tanzania.
Mobile: **0766854735**.
E-mail: rtinabo@gmail.com.

● DECLARATION

I'm, **MAJALIWA KALIWA MASHIMBA** I certify that the given information's are complete and true to the best level of my knowledge and concern.

THE
INSTITUTE OF FINANCE MANAGEMENT
DAR ES SALAAM, TANZANIA

REG. No.: IMC/BIT/15/90087



BACHELOR DEGREE

This is to certify that

Majaliwa Kaliwa Mashimba

*Having successfully completed the examinations
and satisfied all other requirements of the Institute's
Governing Council, is hereby awarded*

*The Bachelor of Science in
Information Technology*

Pass

Classification

CHAIRPERSON OF
THE COUNCIL



S & O - 10005.01 - 10/17



RECTOR

DATE: 30th November 2018

No.: 003707

The Institute of Finance Management



Chuo cha Usimamizi wa Fedha

P.O. BOX 3918, Dar es Salaam, Tanzania
Tel: 2112931/4, 02114817, Fax: 2112935
E-mail: rector@ifm.ac.tz

ACADEMIC TRANSCRIPT



Student Name: MAJALWA KALWA MASHIMBA
Course Title: BACHELOR OF SCIENCE IN INFORMATION TECHNOLOGY
(Accredited by the National Council for Technical Education)

Date of Birth: 1993-07-26
Gender: MALE

Registration Number: IMC/BIT/15/90087
Nationality: TANZANIAN

Year Admitted: OCTOBER, 2015
Year Completed: NOVEMBER, 2018
Financial Sponsor: PRIVATE

Year1: Semester I		GRADE	POINTS
CODE	COURSE		
CSU07101	PROGRAMMING IN C I	C	2
GSU07101	COMMUNICATION SKILLS	C	2
GSU07102	DEVELOPMENT STUDIES	C	2
ITU07101	SYSTEMS ANALYSIS AND DESIGN I	C	2
ITU07102	FUNDAMENTALS OF COMPUTERS	C	2
MTU07104	MATHEMATICS I	C	2

Year2: Semester I		GRADE	POINTS
CODE	COURSE		
CSU07306	DATABASE MANAGEMENT SYSTEMS	C	2
CSU07307	INTERNET AND WEB DEVELOPMENT TECHNOLOGIES	B	3
CSU07308	OPERATING SYSTEMS II	C	2
GSU07303	INFORMATION TECHNOLOGY LAW	B	3
ITU07210	FIELD PRACTICAL TRAINING REPORT 1	C	2
ITU07306	MANAGEMENT INFORMATION SYSTEMS	B	3
ITU07307	MULTIMEDIA SYSTEMS	B	3

Year3: Semester I		GRADE	POINTS
CODE	COURSE		
CSU08101	COMPUTER SYSTEMS MANAGEMENT I	B	3
CSU08102	ADVANCED NETWORKING I	C	2
CSU08103	WIRELESS TECHNOLOGIES	C	2
ITU07410	FIELD PRACTICAL TRAINING REPORT II	C	2
ITU08102	INFORMATION SYSTEMS RESEARCH METHODS	C	2
ITU08103	ELECTRONIC GOVERNMENT	C	2
ITU08104	SUPPLY CHAIN MANAGEMENT SYSTEMS	C	2

OVERALL PERFORMANCE

CUMMULATIVE G.P.A: 2.3

CLASSIFICATION: PASS

NOTE: The G.P.A is based on a 5.0 grading system

Year1: Semester II		GRADE	POINTS	ANNUAL GPA
CODE	COURSE			
CSU07202	PROGRAMMING IN C II	C	2	2.0
CSU07203	FUNDAMENTALS OF DATABASES	C	2	
CSU07204	FUNDAMENTALS OF DATA COMMUNICATION	C	2	
CSU07205	OPERATING SYSTEMS I	C	2	
ITU07203	SYSTEMS ANALYSIS AND DESIGN II	C	2	
ITU07204	FUNDAMENTALS OF WEB TECHNOLOGIES	C	2	

Year2: Semester II		GRADE	POINTS	ANNUAL GPA
CODE	COURSE			
CSU07411	OBJECT ORIENTED PROGRAMMING	C	2	2.3
CSU07412	COMPUTER NETWORKS	C	2	
CSU07413	SOFTWARE ENGINEERING	B	3	
ITU07408	ELECTRONIC COMMERCE	C	2	
ITU07409	HUMAN COMPUTER INTERFACE	C	2	
ITU07411	COMPUTER SYSTEMS SECURITY	C	2	

Year3: Semester II		GRADE	POINTS	ANNUAL GPA
CODE	COURSE			
CSU08208	ADVANCED NETWORKING II	C	2	2.5
CSU08209	NETWORK SECURITY	B	3	
CSU08211	COMPUTER SYSTEMS MANAGEMENT II	B+	4	
ITU08206	FINAL YEAR PROJECT	B+	4	
ITU08208	MANAGEMENT OF TECHNOLOGY AND INNOVATION	C	2	
MSU08201	ICT ENTREPRENEURSHIP	C	2	

CERTIFIED AS A TRUE COPY
OF THE ORIGINAL

The Institute of Finance Management
REGISTRAR

Signature: _____

Date: 20.12.2018

The National Examinations Council of Tanzania



Advanced Certificate of Secondary Education

This is to certify that **MAJALIWA KALIWA**

Index No. **S0150-0801**
sat for the Advanced Certificate of Secondary Education Examination
at **SAME SECONDARY SCHOOL**
in **MAY 2015** and qualified for the award of this
CERTIFICATE at **CREDIT** level

after attaining the following performance:-

Subject	Grade
GENERAL STUDIES	D (PASS)
GEOGRAPHY	B (PASS)
CHEMISTRY	C (PASS)
BIOLOGY	C (PASS)
BASIC APPLIED MATHEMATICS	F (FAIL)


Chairperson


Executive Secretary

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AC15 0077525



The National Examinations Council of Tanzania



Certificate of Secondary Education

This is to certify that MAJALIWA KALIWA

Index No. S0439-0056

sat for the Certificate of Secondary Education Examination

at BUPANDAGILA SECONDARY SCHOOL

in OCTOBER 2012

and qualified for the award of a

CERTIFICATE OF SECONDARY EDUCATION

in Division THREE

after attaining the following performance:-

Subject	Grade
CIVICS	D (PASS)
HISTORY	C (PASS)
GEOGRAPHY	C (PASS)
BIBLE KNOWLEDGE	D (PASS)
KISWAHILI	D (PASS)
ENGLISH LANGUAGE	C (PASS)
CHEMISTRY	C (PASS)
BIOLOGY	C (PASS)
BASIC MATHEMATICS	D (PASS)

[Signature]

Chairperson

Certified true copy of the Original
Sign: *[Signature]* Date: 28/6/2018
ELIZABETH M. GERVAS
Advocate, Notary Public & Commissioner
for Oaths

[Signature]

Executive Secretary

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CS12 0093509





THE INSTITUTE OF FINANCE
MANAGEMENT



CERTIFICATE OF COMPLETION

This is to certify that

MAJALIWA KALIWA MASHIMBA

has successfully completed a three-month online training course titled

Cyber Crime Detection and Prevention

financed by Tanzania Education Authority (TEA) through Skills Development Fund (SDF)

Presented on January 3, 2023

Dr. Immanueli Mnzava
Rector



ajbnts6xBp

Dr. Daniel Koloseni
Program Coordinator