

# CURRICULUM VITAE

## 1. PERSONAL PARTICULARS.

NAME: GRACE GEORGE MAFUTI  
GENDER: FEMALE  
DATE OF BIRTH: 03/11/1995  
NATIONALITY: TANZANIAN  
RELIGION: CHRISTIAN  
MARITAL STATUS: SINGLE  
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## 2. EDUCATIONAL BACKGROUND.

School/college/University	Award	Years
DAR es salaam city College	Certificate in journalism and mass communication	January 2013 To January 2014
Tanzania international university	Diploma in marketing and public relations	2014-2016
Tanzania institute of accountancy	Degree in marketing and public relations	2017- 2020
East coast secondary school	Certificate of secondary school Education	2009-2012

<b>Sakana pre and primary school</b>	Certificate of Primary Education	2002-2008
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### 3. WORK EXPERIENCES.

<b>2019</b>	<p>I went to NMB Bank PLC Msasani as an intern and a field student fresh from school I worked for two months in different sectors such as customer service operator and I learned a lot such on how to interact with customers and on how to deal with customers problems and on how to attend to them I also learned on how to find new customers who might be interested in the services that were offered by the bank.</p>
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<b>February 2022 -April 2023</b>	<b>I worked as sales representative intern at Cocacola company ltd i am gainied so much experience on how interact with my customers in the market and how to communicate and creating mutual relationships with my customers.</b>
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#### **4. TECHINICAL SKILLS AND EXPERIENCES.**

Language skills	I can read ,write and speak English and Kiswahili fluently
Communication skills	Through interaction ,debates, presentations and group works.
Organization skills	Leading, organizing and planning as I was once a leader.
Computer skills	Introduction to computer ,Microsoft offices (word ,excel, access, publisher and PowerPoint ) email, internet usage and typing skills

#### **5. LEADERSHIP EXPERIENCE**

<b>YEAR</b>	<b>TYPE</b>	<b>PLACE</b>
2009-2010	Class leader	Fabcast secondary school

2010 – 2011	Day Governor	Fabcast secondary school
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## **6. HOBBIES AND INTERESTS**

SPORTS: Jogging, yoga

OTHER: Reading, exchanging ideas with others and helping others.

## **7. INTERVIEWS**

As for the interviews i have done a lot of interviews in different organizations and financial institutions such as National bank of commerce for the Lead generator position, also at Cocacola kwanza for the check point position,

At mwananchi communications for marketing personal and platinum credit as sales and marketing officer and National microfinance Bank as customer service officer . That is the summary of some of the interviews i have done so far.

## **7. REFEREES**

### **1. Mr. Jimmy Mbogela**

**Senior Procurement Officer,**

**National Social Security Fund,**

**P.O.BOX 1322 DSM.**

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### **2. Mr, Ludwign shayo**

**Human resource manager**

**Cocacola kwanza ltd**

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### **3. Ms, Monica Aloyce Kirango**

**Probation and community service officer,**

**Ministry of home affairs,**

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