**CURRICULUM VITAE**

**PERSONAL INFOMATION:**

Full Name :Mwesiga Erick

Sex :Male

Date of Birth :20/09/1992

Nationality :Tanzanian

Cell phone :+255674408921/ +255762201254

Email address :mwesigaerick91@gmail.com

**CAREER OBJECTIVE:**

I am a professional administrator with proven managerial, operational and marketing experience looking for an opportunity to work in an organization where I can get a chance to utilize and develop my knowledge, skills and experience; seeking to explore new levels of candidature and benefit the organization with exclusive results.

**PERSONAL SKILLS:**

* Managerial and administrative skills
* Marketing and sales
* Banking
* Share selling; mentored a team of Vodacom IPO Shares officials in training, supervising, advertising, educating, cross selling, compiling and disbatchment.
* Foreign Currency Exchange expertism (FX champion at NBC bank, Morogoro zone)
* Communication skills
* Computer knowledge
* Anti money laundering
* Customer Experience
* Data entry and records management
* Internet and mobile banking
* Fraud awareness and risk management
* Account management

**WORKING EXPERIENCE:**

**1. Marketing and Sales Team Leader at Mokee Company (January 2023 to present)**

Developing marketing campaigns, Making research and analysing data, Developing promotional activities, Overseeing campaigns on social media, Establishment of new business, after sales, etc.

**2. Bar and Restaurant manager at Silver Park (From February 2022 to December 2022)**

 Maintaining inventory, creating drinks and food menus, hiring and training staff, maintaining budget and costs, maintaining vendor relationships, determining employee schedules, stocking and cleanliness, etc.

**3. Corporate Sales Executive at Star times Limited (From March 2019 to December 2021)**

Demonstrating and presenting products, establishing new business, attending conferences, meetings and exhibitions, conducting after sales, making follow-ups on customers to pay monthly installments, aiming to achieve monthly and annual targets. Etc.

**4. Assistant Human Resource Manager at Agape Associates Ltd (August 2016 to February 2019)**

Plan and directing administrative procedures, hiring and recruiting, guidance on rules and regulations, holding disciplinary meetings, conflict resolution, payroll procedures, staff welfare

**ACADEMIC QUALIFICATIONS:**

* Bachelor of arts in Political Science and Public Administration at the University of Dodoma (2012- 2015)
* Advanced Certificate of Secondary Education at Thaqaafa High School (2010- 2012)
* Uganda Certificate of Education at Kako Secondary School, Uganda (2006- 2009)
* Primary Leaving Education at Bright Grammar Primary School, Uganda (1998- 2005)

**LANGUAGES:**

* Swahili; being the native language
* English; with high writing, reading, listening and speaking proficiency
* Luganda (Uganda); with good writing, reading, listening and speaking proficiency
* French; with an additional aspect in the Participation in the French day competitions of the Southern region in Uganda

**INTERESTS:**

* Adventure and tours
* Debating and forums
* Watching and playing soccer
* Reading novels and journals
* Interacting and making new friends
* Watching movies
* Swimming

**REFEREES:**

1. Bandiho Cuthbert

Human Resource Manager

Agape Associates ltd

Phone no: 0718461356

Email: cuthbertbandiho@yahoo.com

1. Enna Kiondo

Corporate sales manager

Dstv Tanzania

Phone no: 0712049659

Email: enna.kiondo@multichoice.co.tz

1. Asheri Mphuru

Corporate Sales Manager

Star Media Tanzania ltd

Phone no: 0767385517

Email: asheri.mphuru@startimes.com.cn