

MWAJUMA ISSA HAMISI -CURRICULUM VITAE

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Address: Kinondoni, Dar es Salaam

Date Of Birth: 6thFebruary1996

Sex: Female

Marital Status: Single

CAREER OBJECTIVE

- Seeking a challenging career with a progressive organization that provides an opportunity to capitalize my learning, knowledge and skills.
- Seeking for long-term opportunities come out of working hard and contribution to the growth of organization.

SKILLS AND ABILITIES

LINGUSTIC SKILL: Fluent in English language and Swahili language.

PROFESSIONAL AND ADDITIONAL SKILLS:

- Efficient researcher
- Teamwork and collaboration.
- General legal knowledge and Alternative dispute resolution.
- Proficient in presentation
- Communication skills
- Team leadership and leadership skills
- Management skills
- Interpersonal skills
- listen, writing and reading skills
- Skill in computer to access internet, mail service and general Microsoft office.

EDUCATION

2022 to Date: Postgraduate diploma in legal practice at the law school of Tanzania | Dar es salaam Tanzania.

2018-2021: Bachelor of law at Mzumbe University |Morogoro, Tanzania

2016-2018: Ordinary Diploma in law at Teofilo Kisanji University|Dar es salaam, Tanzania.

2014-2016: Advance secondary school Education at Mbezi Beach Secondary school |Dar es salaam, Tanzania.

2010-2013: Ordinary secondary school Education at Makutupora secondary school| Dodoma, Tanzania.

2003-2009: Primary school education at Msalato Primary school Dodoma, Tanzania.

WORK EXPERIENCE

Intern at BENDERA &CO., ADVOCATES |Dar es salaam, Tanzania.

September 25th 2022 to February 13th 2023.

❖ Main Responsibilities

- Interview clients and direct them to the respective officer
- Assist in a advice client on variety of legal matters including corporate governance, intellectual property, labor law and taxation.
- Prepared and filed pleading in court of law.
- Online filing to judiciary website and registration to the brela website
- . Read case files and prepare legal opinions
- Prepare and review of contracts and other legal document following applicable regulations for clients
- Preparation of minutes of board and committee meetings.
- Attending to company searches at the registrar of companies
- Attending to Company Incorporation
- Attending to sale auctions
- Attending court for cases.
- Research and write proposals, writs and brief for each case.

Intern at RESIDENT MAGISTRATE’S COURT OF KINONDONI ICJ |Dar Es Salaam, Tanzania

July 25th 2022 to September 10th 2022

❖ Main Responsibilities

- prepared ruling and Judgment and submit to the supervisor
- Research assigned task and present to supervisor.
- Attending court session for hearing case and call the case files.
- Attend short meeting with supervisor.
- Use knowledge of legal precedents to analyse probable outcomes of cases.
- Proof reading case files

Intern at ILALA DISTRICT COURT |Dar es salaam, Tanzania

July 7th 2022 to September 25th 2020

❖ Main responsibilities

- Update records to the court diary.
- Research of relevant cases to support judicial decisions.
- Prepared ruling and orders.

PROFESSIONAL MEMBERSHIP &AFFILIATION

- Law students ‘Association (MULASA) at Mzumbe University in **2018-2021**.
Awarded; Certificate of Acknowledgment
- Tanzania Muslim students and youth association (TAMSYA) **2010-2016** and University in **2019-2021**

LEADERSHIP EXPERIENCE

- **2022:** Deputy Minister of Health and Environment at The law school of Tanzania student organization (TASBA).
- **2019-2020:** Deputy Minister of communication information and technology in at Mzumbe university student’s Organization (MUSO).Awarded Certificate of leadership
- **2017 :** Deputy speaker at Teofilo kisanji university (TEKUDARCE)

SEMINARS

- Femina HIP; Girl power program on sexual & Reproductive Health at Makutupora secondary school. Awarded Girl power Certificate in **2013**
- Femina HIP; Girl power research project for better understand challenges faced by young Tanzanian women in at LPF building in Dodoma Certificate of Participation in **2016**

SOCIAL INTEREST/HOBBIES

- Adventure
- Reading news, novel and stories
- Watching news and movies

REFEREES

CAPT.IBRAHIM M.BENDERA Senior Advocate, Notaries & Commissioners for Oaths Bendera &Co., Advocates P.o Box 11472 Dar es salaam Email;ibrabendera@yahoo.co m Mobile:0713254602	JOHN.C.MSAFIRI Senior District Resident Magistrate in charge Temeke District court one stop judicial center P.o. Box 9004,Dar es salaam Email:johnnyk237@gmail.co m Mobile No:0713347171	INNOCENT.L.MGETA Lecturer And Ag.Secretary to council Mzumbe University P.o. Box 9,Mzumbe Email:ilmgeta@mzumbe.ac.t z Mobile No:0655773589
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CERTIFICATION

I certify to the best of my own knowledge and belief that, these data are correctly describes me, my qualification competence and experience.