

COVER LETTER

Joseph Kandonga,
0762019753,
Kandonga1992@gmail.com,
18th, June, 2023.

To,
Human resource office/Hiring manager,

Dear Mark Kiwango;

I writing to express my inner interest of working for the position of **Farm manager/ Agronomist** with one of the best sugar Company. My core desire to work with your company, came after seeing it being the leading sugar producer, thus I would like to contribute push it ahead hence to fulfil Company's missions and visions together.

My journey and experience over sugarcane management started by working with Kilombero Sugar Company Limited where I worked as an intern Agronomist, also I did field attachment at the same. During my time at Kilombero Sugar Company Limited, I bagged a couple of experience related with the Agronomy of sugarcane production activities including, but not limited to, land preparation, most readily and preferable sugarcane varieties, selection and preparation of sugarcane sets, sets planting techniques, irrigation, weeds, pests and diseases management options, fertilizer application and others explained in-depth in my CV where by all these procedures are done to make sure quality sugarcane that meets international market standards is produced.

By integrating prior knowledge and skills over sugarcane cultivation with previous field experience from various NGOs and Companies, I consider myself being suffice enough in the management of sugarcane estates of which will result into production of quality sugar.

Personally, I am self-motivated personnel with good presentational skills, ability to handle and work under pressure, a brilliant team player, a time keeper, ability to perform assigned duties under minimum supervision. Also, capability to speak, read and write both fluent Swahili and English languages opens more doors to interact with people from any gender, race, ethnicity, age and nationality.

Nevertheless, interactions with multicultural societies have driven in me endless passion hence opening a wide room to work at any society. Also, I am skilled at computer software applications such as word, excel, PowerPoint and statistical software packages such as SPSS and GENSTAT. Thank you very much for taking your time to go through my application and it is my humble request that you will consider my application.

I attach my curriculum vitae along with other supporting documents for review and I am more than ready to offer maximum cooperation in case of any further information you may require.

Sincerely.

CURRICULUM VITAE

1.0 PERSONAL DETAILS

Name: JOSEPH MENSON KANDONGA

Date of birth: 14/11/1992

Place of birth: MOMBA, SONGWE –TANZANIA

Sex: MALE

Marital status: MARRIED

Nationality: TANZANIAN

Address: P.O.BOX 210, Tunduma-Songwe

Phone: +255762019753/+255626223353

E-mail: kandongga1992@gmail.com

INTEREST: To work in any field of agriculture, consultation, community development capacitation, research and data collection.

2.0 EDUCATIONAL BACKGROUND

YEAR	INSTITUTION	SUBJECT/AWARD
2015-2018	SOKOINE UNIVERSITY OF AGRICULTURE (SUA)	Certificate for Bachelor degree in Agronomy
2013-2015	KIBAHA HIGH SCHOOL	Advanced Certificate for Secondary Education Examination (ACSEE)
2009-2012	CHIKANAMLILO SECONDARY SCHOOL	Certificate for Secondary Education Examination (CSEE)
2002-2008	NDALAMBO PRIMARY SCHOOL	Certificate for Primary Education Examination (CPPE)

3.0 WORK EXPERIENCE

a) November, 2020 to Present

Job position: Field/Technical Agronomist at United Nations Capital Development Fund (UNCDF)

Location: Kibondo, Kigoma-Tanzania

Duties/Functions performed;

- Strongly driving progress in Micro Investing and Next Level Investing concept through maintaining track record of the program
- Keeping up to date on current best practices in the agronomy and livestock field
- Introduce and mobilize farmers through their local groups, government leaders and partners to adapt the Micro investment concept
- Setting up and monitoring demonstration sites to provide hard evidence for the success of the Micro Investment concept promoted.
- Providing technical support to investors on best agricultural practices including tropical pest and disease management activities
- Evaluating crop and livestock performance as affected by weather, pests, and management practices, and provide solutions on spot.
- Conducting regular farmers' school or field day sessions with existing and potential farmers
- Conducting training to farmers on various agronomic and livestock issues including installation of veggie kits and climate smart agriculture
- Providing market-based solution to investors including crop and livestock selection, production schedules and the concept of collective marketing in response to the market
- Mobilizing the formation, capacity building and formalization of specialized producer groups
- Consulting with producer groups on existing potentials to increase their economic return from a range of selected high value products and in collaboration with private sector partners, through "out-grower schemes" or contract farming.

- Working closely with partners and UNCDF staff in designing and implementing strategies for scaling the Micro Investors concept
- Preparing and submitting, weekly, monthly and annual activity plans and reports in a timely manner
- Collecting both results and performance-based data and submitting them via digital channels regularly
- Maintaining good collaboration with partners as well as local communities, authorities and relevant government departments
- Travelling to attend meetings, training activities, and be involved in building needed networks to the program

b) September 2019 – October, 2020

Job position: Sales agronomist at chemchem hydro solutions company limited

Location: Arusha-Tanzania

Duties performed and skills gained;

- Designed and developed product labels of pesticides, herbicides in collaboration with product development specialist
- Trained farmers on safety use and application of Agro-chemicals including safety use of protective gears
- Delivered sales excellency by managing every step of the sales process to a successful conclusion
- Worked closely with farmers to survey and understand destructive pests and diseases that need immediate solution by using effective insecticides at possible minimum cost
- Trained farmers on the strategies of selecting suitable seed products based on certain location
- Provided market intelligence for optimizing sales and making long range sales plans
- Planned and executed the profit producing activities that are associated with buying and selling of Company's products such as fertilizers, agrochemicals and irrigation equipment
- Met sales goals by influencing customers to learn about products that will benefit them

- Inputs strategic formulation for sales and marketing of agrochemicals and irrigation facilities
- Built and developed partnerships with teammates to maximize effectiveness and serve customers
- Prepared and presented weekly, monthly, quarterly and annual reports
- Prepared and handled meetings and seminars for farmers' training facilitation
- Promoted and marketed agrochemicals and irrigation facilities
- Created market base with Agro-dealers and large estates
- Post sales management
- Designed and installed irrigation facilities on demonstration and farmer plots such as drip and sprinkler systems
- Connected with customers to understand their top priorities and to uncover products and solutions that will benefit them

c) June, 2019 – September, 2019

Job position: Field officer at BRiTEN-Tanzania

Location: Kibondo, Kigoma-Tanzania

Duties performed:

- Facilitated formation of farmers' producer groups in rural areas of kibondo district
- Facilitated formation of village saving groups in rural areas of Kibondo district
- Trained farmers on good agricultural practices for sustainable agriculture and post-harvest management technology
- Trained farmers on safety use and application of Agro-chemicals including safety use of protective gears
- Worked closely with farmers to survey and understand destructive pests and diseases that need immediate solution by using effective insecticides at possible minimum cost
- Linked farmers with reliable market as well as Agro-chemical dealers
- Facilitated creation of farmers' associations specifically Agriculture and Market Cooperative Society for easily crop collection and sale
- Provided any agronomic recommendation to farming communities
- Genuine weekly, monthly, quarterly and annual report preparation

- Represented BRiTEN in meetings and seminars with partners and government representatives

d) November, 2018 – May, 2019

Position: Intern Agronomist at Kilombero Sugar Limited

Location: Morogoro-Tanzania

Duties performed and skills gained;

- Familiarization with different cultivars of sugarcane such as R570, N12,
- Supervised chopping of sugarcane sets of various cultivars by ensuring buds are protected for nursery establishment
- Overseeing that cane sets are properly inserted in to germination trays, soil well filled and watered
- Ensured all good Agronomic practices are well met for the betterment of long-term use of soil such as fertilizer application, pesticide application, weed management as well as irrigation.
- Supervised treatment of canes with fungicide and insecticides like Carbendazim, Chlorpyrifos
- Ensured shade net houses for placing germination trays are properly installed using shade nets and wood bars
- Monitored field for possible invasion with disease and pests as well as plots in needy for irrigation.
- Supervised land preparation for setting up primary nursery using Wheel loader, bull dozer and rippers
- Familiarized with Planting techniques of sugarcane sets such as end to end, eye to eye techniques.
- Supervised installation of sub surface drip irrigation systems making sure drip are properly installed and working efficiently
- Transplanted sugar cane from shade houses to primary nursery
- Prepared genuine and comprehensive weekly, monthly reports
- Performed any other duty as may be assigned to me on timely manner

e) July - August, 2018.

Field attachment II at Luponde tea estates

Location: Njombe

Duties performed and skills gained;

- Prepared tea cuttings for nursery establishment and management
- Field monitoring for identification of common tea diseases, pests and their management options
- Transplanted seedlings into permanent field
- Practically applied fertilizers in a tea field like tecamin max, CAN, DAP, NPK.
- Familiarized with tea plucking, irrigation and pruning
- Familiarized with processing of black tea, grading and packaging

4. SKILLS

- Proficient with computer usage: Microsoft word, excel, PowerPoint and publisher
- Statistical software application: SPSS and GENSTAT
- Time management skills
- Analytical, searching and learning skills
- Report composition and presentation skills
- Active listening, verbal and written communication skills
- Problem solving skills
- Fluent in verbal and written English and Swahili languages
- Product pitching and marketing skills
- Proactive and flexible
- Resourceful and solutions oriented
- Results oriented

5. REFEREES

1. Daniel Isdory

Position: Lecturer at Sokoine University of Agriculture

Mobile phone: +255764719175

Email: danielisdory@gmail.com

2. Oscar kasuka

Position: Director general at Tanzania Child and Youth Rescue Organization

Mobile phone: +255627179901

Email: tcyro.org19@gmail.com

3. Emanuel Lukwaro

Position: Project coordinator at United Nations Capital Development Fund (UNCDF)

E-mail: Emanuel.lukwaro@uncdf.org

Mobile phone: +255746679853

DECLARATION

I, Joseph Menson Kandonga, hereby declares that the information provided is complete and correct to the best of my knowledge. I understand that any false information provided could lead to my application being disqualified or my discharge if I am appointed.