

CURRICULUM VITAE



PERSON PROFILE

FIRST NAME: CHARLES
LAST NAME: MASUKI
SEX: MALE
DATE OF BIRTH: 17/05/1996
PLACE OF BIRTH: TABORA
MARITAL STATUS: SINGLE
NATIONALITY: TANZANIAN
LANGUAGE: SWAHILI & ENGLISH
PHONE: 0767855763/0626638238
EMAIL: CMASUKI21@GMAIL.COM

EDUCATION BACKGROUND

INSTITUTION	REGION	STUDYING YEAR	AWARDED CERTIFICATE
THE UNIVERSITY OF DODOMA (UDOM)	DODOMA	2018-2021	DEGREE OF BACHELOR OF SCIENCE IN ICT & MEDIATED CONTENT DEVELOPMENT
MUHEZA HIGH SCHOOL	TANGA	2015-2017	ADVANCED CERTIFICATE OF SECONDARY EDUCATION
KANYENYE SECONDARY SCHOOL	TABORA	2011-2014	CERTIFICATE OF SECONDARY EDUCATION

ISIKE PRIMARY SCHOOL	TABORA	2004-2010	CERTIFICATE OF PRIMARY EDUCATION
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WORK EXPERIENCE

INSTITUTION	STARTING DATE	COMPLETION DATE	POSITION	WORKS
PRESIDENTIAL OFFICE REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT TANZANIA(PORALG)	06/10/2021	CURRENT	ICT SUPPORT INTERN DODOMA	<ul style="list-style-type: none"> ➤ ICT SUPPORT TO END USERS ➤ ICT TRAINING ➤ WRITING RESEARCH ➤ BUSINESS ANALYSIS
DODOMA DATA TECHNOLOGY	15/01/2024	CURRENT	SALES AGENTS DODOMA	<ul style="list-style-type: none"> ➤ SALES SOFTWARE ➤ SALES MOBILE APP'S ➤ ROUTER SELLS ➤ CCTV CAMERA INSTALLATION ➤ SENSOR AND ELECTRIC FENCE INSTALLATION ➤ SALES PRINTER AND COMPUTERS
THE NATIONAL COUNCIL OF PEOPLE LIVING WITH HIV IN TANZANIA (NACOPHA)	12/05/2024	17/07/2024	DATA ENTRY OFFICER DODOMA	TO ENTER DATA IN A NACOPHADATA SYSTEM

KOREA INTERNATIONAL COOPERATION AGENCY (KOICA)	03/05/2023	31/11/2023	ICT SUPERVISOR DODOMA	► GOTHOMIS INSTALLATION GOVERNMENT HOSPITAL AND HEALTH CENTER AT ► ICT TRAINING TO HEALTH STAFFS
NATIONAL STATISTICS OFFICE	06/10/2021	01/09/2022	TANZANIA CENSUS PROGRAM INTERNSHIP PROGRAM TABORA	AS WARD IT IN SIKONGE DISTRICT COUNCIL
MOROGORO MUNICIPALITY COUNCIL	AUGUST 2020	OCTOBER 2020	INDUSTRIAL TRAINING (FIELD) MOROGORO	AS ICT SUPPORT
THE UNIVERSITY OF DODOMA	AUGUST 2019	SEPTEMBER 2019	INDUSTRIAL TRAINING(FIELD) DODOMA	WEB DESIGNING & MULTIMEDIA DESIGN
BULOMBORA NATIONAL SERVICE ("JKT")	12 JUNE 2017	SEPTEMBER 2017	TANZANIA YA VIWANDA OPERATION KIGOMA	NATIONAL SERVICE

KEY SKILLS & ATTRIBUTE

KEY SKILLS	PERSONAL ATTRIBUTE
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1. COMPUTER SKILLS

2. BUSINESS SKILLS
3. STRONG ORGANIZATION SKILLS
4. MICROFINACE SKILLS
5. END USER SUPPORT
6. COMPUTER MAINTENANCE & REPAIR
7. SOFTWARE AND HARDWARE SOLUTION
8. DATA ANALYSIS BY USING EXCEL , STATA AND SPSS
9. USES OF MICROSOFT OFFICE
- 10.NETWORKING (LAN) INSTALLATION AND TROUBLESHOOTING

1. WORK UNDER MINIMUM SUPERVISION

2. ABILITY TO WORK IN A DYNAMIC ENVIRONMENT
3. ACCEPT CRITICISMS AND CHALLENGES
4. SELF-ACCOUNTABILITY AND RESPONSIBILITY FOR TASKS
5. TEAMWORK
6. PROJECT MANAGER
7. GOOD COMMUNICATION SKILLS

ATTENDED COURSES

SN	DURATION	TRAINING	PLACE	INSTITUTION
01	OCTOBER 2019	MWANDISHI MSAIDIZI	TABORA	NATIONAL ELECTORAL COMMISSION
02	JUNE 2022	ICT SERVICE IN THE NATIONAL CENSUS PROGRAM	TABORA	NATIONAL BUREAU OF STATISTICS
03	OCTOBER 2023	GOTHOMIS SYSTEM (HEALTH MANAGEMENT SYSTEM)	DODOMA	PRESIDENTIAL OFFICE REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT(PORALG)
04	JANUARY 2023	GOVERNMENT MAIL (TAMISEMI MAILING SYSTEM)	DODOMA	PRESIDENTIAL OFFICE REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT(PORALG)

REFEREES

NAME	POSITION	PHONE NUMBER	REGION
KENNEDY RICHARD SANGA	IT OFFICER OF HALOTEL	0754937288	DAR ES SALAAM
SHITAMBI RASHID JUMA	DRIVER OF SEKOU TOURE HOSPITAL	0655491874	MWANZA
INNOCENT MREMA	ICT OFFICER IN PRESIDENTIAL OFFICE REGIONAL ADMINISTRATION AND LOCAL GOVERNMENT TANZANIA(PORALG)	0769020602	DODOMA

VERIFICATION

I approve that all information filled in above is exactly true.

A handwritten signature in blue ink, appearing to read 'C. Masuki', is positioned above the printed name.

CHARLES MASUKI