

CURRICULUM VITAE (CV)

PERSONAL INFORMATION

FULL NAME	: KISHAN.DILIP.VELJI	SEX	: MALE
STATUS	: SINGLE	RELIGION	: HINDU
NATIONATILITY	: TANZANIAN	MOBILE	: +255-717434444
DATE OF BIRTH	: 01/JULY/2000	INTREST	: SPORTS
LANGUAGE	: ENGLISH, GUJRATI, KISWAHILI		
ADDRESS	: P.O BOX 15633, Dar-es-salaam		
E-MAIL	: kishanvelji09@gmail.com		

EDUCATIONAL BACKGROUND:

• PRIMARY EDUCATION

LITTLE ANGLE PRIMARY SCHOOL.
COMPLETED: GRADE 01 - GRADE 07
YEAR: STARTED 2006-COMPLETED 2013.

• O-LEVEL EDUCATION.

SHABAN ROBERT SECONDARY SCHOOL.
COMPLETED: FORM 01 - FORM 04 YEAR:
STARTED 2014-COMPLETED 2017.

OTHER STUDIES:

- **QUALIFIED IN TAX COMPLIANCE.**
COLLEGE OF BUSINESS EDUCATION.
DURATION: 07-08 NOVEMBER 2019
BASIC TAXTATION THEORIES.
- **QUALIFIED IN ACCOUNTING SKILLS.**
COLLEGE OF BUSINESS EDUCATION.
STARTED: 27/04/2019-COMPLETED 28/04/2019
ENTREPRENEURSHIP, PAYABLES, RECEIVABLES.
- **QUALIFIED IN CERTIFICATE IN ACCOUNTING.**
POWER COMPUTERS TRAINING INSTITUTION LTD.
YEAR: STARTED 28/01/2018- COMPLETED 15/06/2018.
GENERAL ACCOUNTING KNOWLEDGE.
- **QUALIFIED IN TALLY ADVANCE**
POWER COMPUTERS TRAINING INSTITUTION LTD.
YEAR: STARTED 18/08/2018- COMPLETED 28/09/2018
COMPUTERIZING TALLY SOFTWARE USING TALLY ERP.9
- **QUALIFIED IN TALLY FOR BEGINNERS.**
POWER COMPUTERS TRAINING INSTITUTION LTD.
YEAR: STARTED 28/05/2018- COMPLETED 15/06/2018
COMPUTERIZING TALLY SOFTWARE USING TALLY ERP.9

- **QUALIFIED IN INTERMEDIATE COMPUTER COURSE**

POWER COMPUTERS TRAINING INSTITUTION LTD. YEAR:
STARTED 17/07/2017- COMPLETED 18/08/2017
MICROSOFT WORD,MICROSOFT EXCEL&MICROSOFT ACCESS.

- **QUALIFIED IN BASIC COMPUTER COURSE**

POWER COMPUTERS TRAINING INSTITUTION LTD.
YEAR: STARTED 06/03/2017- COMPLETED 24/03/2017
MICROSOFT WORD, MICROSOFT EXCEL&MICROSOFT POWERPOINT.

WORKING EXPERIENCES

I DEAL OFFICE SUPPLIES LTD

Position: ASSISTANT ACCOUNTANT.

Duration: September 2018 - February 2019

Location: uhuru heights.

M.M. INTEGRATED STILL MILLS LTD

Department: KIBOKO PRECOATED SHEETS LTD.

Position: SALES EXECUTIVE.

Duration: OCTOBER 2019 – CURRENT (5 years)

Location: MIKOCHEMI INDUSTRIES AREA.

CO CIRCULAR ACTIVITIES/SKILLS.

- Interest in business interaction with different business environments and in field activity.
- Interested in looking for best market values.
- Can be able to set in the new business environment.
- Interest in new interaction between the fellow friends and staff.

REFERENCES

- Deep D Velji – +255789427754
Accountant – Le Grande restaurant.

- Jatin mistry - +255754746746
Sales & Administration – Mmi steels mills Ltd

- Raghuvir - +255787970645
Product manager – Mmi steels mills Ltd.