

CURRICULUM VITAE MESHACHACK JULIUS KIBWINA

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Personal details

Name; MESHACK JULIUS KIBWINA
Sex; Male
Marital status; Single
Nationality; Tanzanian
Place of Birth; Tanzania
Lives in; Dar Es Salaam, Tanzania

Profile

I am a dedicated and versatile worker with a proven background in sales, inventory management, logistics, customer service, and general labor. I am detail-oriented, hardworking, and eager to take on responsibilities in any job environment, whether as part of a team or working independently. With strong communication, problem-solving, and time-management skills, I excel at adapting to new tasks and maintaining efficiency. My prior experiences in sales, recordkeeping, customer service, and general support across various fields equip me to meet diverse work demands, while my leadership and teamwork abilities enhance my performance in any role.

Language Proficiency

Language	speak	Read	Write
Kiswahili	Very good	Very good	Very good
English	Very good	Very good	Very good

Academic Background

Duration	Institution Attended	Award
11/2022 - 01/2023	Pemba Mnazi secondary school	Certificate of Secondary Education
01/2013 - 09/2019	Excel International school	Certificate of Primary Education

Training and Workshop

Name of Training	Institution	From	To
Driving	VETA	02/2024	03/2024
Computer Application	Subi Computer Technology Collage	11/2022	01/2023

Skills

- Computer Skills: Proficient in Microsoft Office, Google Drive, digital marketing (ads and analytics), Google business management, basic HTML coding, blogger management, and basic technical support (systems, networks, computer troubleshooting).
- Sales and Customer Service Skills: Demonstrated success in meeting sales targets, managing customer inquiries, and providing a high level of service.
- Communication and Leadership: Strong ability to lead, coordinate tasks, and communicate effectively.
- Problem-Solving and Time Management: Skilled at quickly finding solutions and maintaining productivity.

Work Experience

Institution / Organization	Position	From	To	Responsibility
Kwanda cha maziwa	Milik Collection and Sales	04/2024	10/2024	<ul style="list-style-type: none"> Collected milk from the farmers, ensuring quality standards were met. Maintaining accurate daily records of milk intake, sales and distribution. Managing sales of milk, liaising with customer and meeting daily sales targets. Calculate profit and loss, prepare financial summaries, and ensure timely reporting. Coordinate and process payments to farmers for their milk supply and workers (suppliers).
Kibwina hardware	Hardware Store Manager	01/2024	02/2024	<ul style="list-style-type: none"> Ensuring stock availability and identifying items to reorder. Maintained detailed records of stock sold and purchased, ensuring accuracy in tracking. Supervised a team of workers, assigning tasks and managing daily operations. Processed payroll for staff members, and maintaining organized records of wages. Supporting customer service efforts, assisting with product inquiries and resolving complaints
Kibwina hardware	Driver Helper	12/2023	01/2024	<ul style="list-style-type: none"> Assisting in taking customer orders. Loading and unloading goods onto delivery vehicles, ensuring proper handling and secure placement. Supporting the driver with navigation and transport logistics to ensure timely and safe deliveries. Maintained clear communication with store management and customers regarding delivery status and any issues.