

EDGER OSWALD NDIBALEMA

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DAR ES SALAAM
TANZANIA

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Email: edgerosward@gmail.com

Date of Birth: 25/11/1986

Nationality: Tanzanian

EDUCATION

United States Inter University

Bachelor of Information Technology

Sep 2007 – Jun 2010

Kampala International University, Uganda

Cisco Certified Network Associate

Jan 2007 – Sep 2007

Tambaza High School

Advance Certificate of Secondary Education (ACSE)

Jan 2004 – Dec 2006

WORK

Tanzania Communication Regulatory Authority

Jan 2013- Jun 2015

- Evaluate and identify technologies appropriate for TCRA's operations.
- Designing, coding and debugging software applications in various software languages (Java, C/C++, NET, PHP).
- Carry out Software testing, quality assurance and maintenance of standards compliance. Support & maintain TCRA systems and document software functionalities.
- Integrate TCRA Application Software Systems.
- Execute other assignments as may be assigned from time to time by superiors

Equity Aviation.

July 2011- Dec 2012

IT & Marketing Manager

- Analyse and report marketing performance; provide recommendations for improvement and make suggestions for additional services.
- Perform search engine optimization services for our clients to the best of your ability
- Lead and contribute to improvements in processes (technical or business) for marketing, reporting and analysis.
- Write articles for the blog in areas of current industry news and applicable personal interest
- Propose new E- marketing strategies
- Create feature specification documents to improve the website and other online projects.
- Design, manage and implementing E-marketing including paid search marketing, organic optimization, blog implementation and link- building when required

ZanzibarTelecommunication

Network Administrator

Aug 2010- June 2011

- Coordinates a variety of projects and/or activities for the purpose of ensuring compliance with established guidelines.
- Designs technical courses for the purpose of training personnel in the use of computer applications.
- Attributes computer networks for the purpose of providing reliable communication applications.
- Maintains computer hardware and software applications through the use of service contractors for the purpose of ensuring availability of instructional materials and district operations.
- Monitors fund balances of assigned programs and related financial activity for the purpose of ensuring that allocations are accurate, related revenues are generated, expenses are within budget limits and/or fiscal practices are followed.
- Participates in meetings, workshops and seminars for the purpose of conveying and/or gathering information required to perform functions.
- Performs personnel functions (e.g. interviewing, evaluating, supervising, etc.) for the purpose of maintaining adequate staffing, enhancing productivity of personnel and achieving objectives within budget.
- Prepares a variety of materials (e.g. reports, memos, letters, procedures, manuals, etc.) for the purpose of documenting activities, providing written reference, and/or conveying information.
- Researches software applications and hardware requirements for the purpose of previewing products to provide recommendations regarding applications and purchases.
- Responds to inquiries for the purpose of providing information and/or direction.
- Serves as liaison to software/hardware providers for the purpose of conveying and/or receiving information and coordinating district activities.

By Design Limited

Creative Designer

- Creating and finalize last image output
- Illustrating Images
- Final Arts
- Animation with 3D Animation
- 3D Interior Design

Short Course Applied

Adobe Creative Suite Page Management- Desktop Publishing Institute

Marketing Orienting Course Management- Desktop Publishing Institute

POSITIONS OF RESPONSIBILITY AND ACHIEVEMENTS

- **Awarded for the best performance in Final Arts in Desktop Publishing Institute.**
- **Worked part time Ocean Road at brain injury rehab and helped developed clients communication skills and language and physio by doing different sessions**

INTERESTS AND ACTIVITIES

- Working for an organisation which works with communities to bring about change.
- Travelling and learning about different cultures. I have travelled to Uganda, United Kingdom, Holland, South Africa, United States and Dubai lived in Kenya for Four years.
- Swimming, Designing and Cooking.

OTHER SKILLS

- Competent user of Microsoft Excel, Outlook, PowerPoint, Publisher and Word.
- Competent user of Adobe Creative Suite.
- Fluent in English and Swahili languages.

REFERENCES

1. Brian Karokola
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Zantel
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2. Dr. Flora Lwakatare
Radiologist
Muhimbili Hospital
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