

CURRICULUM VITAE

OBJECTIVE

To succeed in an environment of growth and excellence and earn a job which provides my job satisfaction And self-development and help me to achieve organizational goal.

PERSONAL PROFILE

Full Name: Almasi Rajabu Msuya

Nationality: Tanzanian

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Cell Phone: +255 (0) 716641830, 694343567

Sex: Male

Date of Birth: 8th may 1994

Marital status: Single

Language: Fluent in Kiswahili and English.

Contact Address: P.O. Box 16515,

Current City: Ilala- Dar es Salaam.

Country: Tanzania.

ACADEMIC PROFILE

Name of School/College Attended	Year	Award
University of Dar es Salaam Computing Centre (UCC)	2016- 2018	Diploma in Business Information Technology
Majengo Secondary School	2012– 2014	Advanced Certificate of Secondary School Education
Rosmini Secondary School	2008 – 2011	Certificate of Secondary School Education
St. Mary's Int'l Academy	2000-2007	Certificate of Primary School Education

EXTRA:

I went to (JKT) JESHI LA KUJENGA TAIFA for National Military Training

Period: from 01 June 2014 to 05 September 2014.

PERSONALITY

- ❖ Ability to work with others.
- ❖ High motivated and responsible person.
- ❖ Interpersonal skill and interest of people.
- ❖ Open-minded
- ❖ Spontaneous

SKILLS

- Excellent Verbal and Written Communication Skills
- Proficiency with Microsoft Office Products
- Effectively and Efficiently in a Fast-Paced team environment
- FOTA and In-Person Configuration of GPS devices
- Proficiency in Tracking systems and Applications
- Good project management and Organizational skills

WORK EXPERIENCE

Employer: AMWA (Amka Mwanamke)

Position: Sales and Marketing Officer

Period: 23rd November 2018 to January 2019

Key responsibility: -

I had performed variety of task includes;

- Identify and recruit new clients while maintaining strong relationships with Marketing stakeholders.
- Manage and streamline all client communication channels, including social media platforms.
- Achieve sales targets and report on marketing campaign
- Organize promotional events, campaigns, and client engagement

Employer: FLEET TRACK LIMITED

Position: Vehicle Tracking Officer & IT Support

Period: 15th February 2019 to Present

Key responsibility: -

I had performed variety of task includes;

- Utilize GPS systems to track vehicle locations and monitor driver performance in real-time
- Monitoring Speed on buses (LATRA) that are installed with GPS
- Diagnosing and Repairing faults Through configurator on Faulty devices
- Coordinate and respond to emergency situations, liaising with drivers, operations personnel, and management as required.
- Develop and present comprehensive daily management reports, providing insights and recommendations to optimize fleet performance.
- Collaborate with other departments to improve tracking processes and procedures;
- Drafting correspondence letters/emails to Clients and Finding solution to their Problem.
- Ability to analyze routes, optimize travel schedules, and detect inefficiencies.
- Preparing schedule of Checkups with Technicians to repair the GPS device.

REFEREE

1) **George Mollel**

Head of Department
FLEET TRACK LIMITED
P.O.Box 2115
Kalenga Street, Plot # 540, Dar-es-Salaam, Tanzania.
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E-mail: cam@fleettracktz.com

2) **Ally Shehe Msuya**

Senior Accountant
EWURA
P.O Box 2857
41104 Tambukareli, Dodoma, Tanzania.
Cell-Phone: 0717020631
E-mail: msuya.ally46@gmail.com

3) **Mbwana Ndaro**

Road Licensing and Monitoring Officer
LATRA
P.O. Box 3093
Nkrumah Street, Dar es Salaam, Tanzania.
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E-mail: mbwana.ndaro@latra.go.tz

DECLARATION

I declare that the information provided is complete and correct to the best of my knowledge. I understand that any false information supplied could lead to my application being disqualified or my discharge if I am appointed.