

CURRICULUM VITAE

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PERSONAL PARTICULARS

FULL NAME : NASRA HAMIS MADARAKA.
BIRTH DATE : 25th February 2000
SEX : FEMALE
RELIGION : CHRISTIAN
NATIONALITY : TANZANIAN
MARITAL STATUS : SINGLE
LANGUAGE : FLUENT IN BOTH ENGLISH AND SWAHILI

PERSONAL PROFILE

I am a holder of a Bachelor Degree of Arts with Education from Tumaini Makumira University (TUMA) with working experience from various organizations. I am a self-driven individual who can work well either in a team with supervision with minimum supervision. I am a goal oriented individual motivated by timely task completion and goal achievements. As a hard working individual, I strive to confidently face challenges and always eager to exchange ideas and views with others in problem solving as I believe these are important in broadening my experiences, work ability and intelligence.

| YEAR OF COMPLETION | AWARD | INSTITUTION |
|--------------------|--|------------------------------------|
| 2019 - 2022 | Bachelor Degree of Arts with Education | Tumaini Makumira University (TUMA) |
| 2017 - 2019 | Advanced Certificate of Secondary Education. | Zanaki Secondary School |
| 2013 - 2016 | Certificate of Secondary Education | Jangwani Secondary School. |
| 2007 - 2012 | Certificate of Primary Education | Colleta Primary School |

WORK EXPERIENCE

| YEAR /DURATION | ORGANISATION | LOCATION |
|------------------------|---|----------------------|
| Feb 2023 – Feb 2024 | Midland Secondary And High School As: Advance Language Teacher | Dar es Salaam |
| Sept 2022 – Jan 2023 | Mary Mother Of The Savior(Nursery And Primary School) As: Nursery Teacher | Dar es Salaam |
| August 2024-March 2025 | TANESCO :Customer care representative | Dar es salaam |

FIELD AND PRACTICAL TRAININGS

| | | |
|---------------------|---|--------------------------------|
| Aug 2021 – Oct 2021 | Mashujaa Secondary School As: Secondary Language Teacher | Location: Dar es Salaam |
| Aug 2020 – Oct 2020 | Whitelake Secondary School As: Secondary Language Teacher | Location: Dar es Salaam |

OTHER EXPERIENCE

| | | |
|--------------------------|--|---|
| July 2022 – Sept 2022 | HIKIWAKI CONSORTIUM CO LTD As: Sales Representative | Duties and Responsibilities: <ul style="list-style-type: none">• Working efficiently to improve sales of the company.• Improving sales through attracting new customers and potential by making sure all the company goals are met. |
|--------------------------|--|---|

KEY SKILLS

Team work is a key part of my success in my studies, which involves learning in small team of student as well as working within the team toward the success completion and achievements of our goal.

INTEREST

I am really interested in sport, my favorite sport is swimming, volunteer, travelling, meeting new people, and listening to music.

COMPUTER KNOWLEDGE

COMPUTER KNOWLEDGE:

Ability to use MS office, (word, Excel), Ms Power Point

DECLARATION

I, the undersigned hereby declare to the best of my knowledge and belief, that this profile correctly describes my qualifications, my experiences, my skills and myself.

REFEREES

MADAM GRACE R. SAMUEL

LECTURE: TUMAINI MAKUMIRA UNIVERSITY (TUMA)

P.O.BOX 55

ARUSHA

TANZANIA

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VALENTINE CHARLES

HUMAN RESOURCE MANAGER: HIKIWAKI CONSORTIUM CO LTD

P.O.BOX 79672

DAR ES SALAAM

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