

## **CURRICULUM VITAE FOR AHMAD MULOKOZI**

**Name:** Ahmad Mulokozi

**Date of Birth:** 22/10/1993

**Nationality:** Tanzanian

**Sex:** Male

**Marital Status:** Single

**Profession:** Procurement and Logistics Specialist

**Mobile:** 0692712360

**E-mail:** Phone: [ahmadmulokozi22@gmail.com](mailto:ahmadmulokozi22@gmail.com)

Languages	Speaking	Reading	Writing
English	Very Good	Very Good	Very Good
Swahili	Excellent	Excellent	Excellent
French	Basic	Basic	Basic

### **1. PROFESSIONAL SUMMARY**

Mr. Ahmad Mulokozi is a highly experienced logistics and procurement expert with over six years of experience in executive planning, production, and supply chain management. Dedicated and committed to optimizing business processes, inventory management, and acquisition. Possesses strong communication skills to delegate tasks and lead employees effectively. Ahmad has developed analytical and evaluation skills to enhance efficiency in logistics, procurement, and supply chain operations. He is a graduate of St. Augustine University of Tanzania (SAUT), 2018, with experience in survey research, tendering, and project execution across various regions in Tanzania

#### **1.1 KEY SKILLS**

Procurement & Supply Chain Management

Tendering & Supplier Negotiation

Risk & Quality Management

Tax Auditing & Compliance

Research & Data Analysis

Report Writing & Proofreading

Financial Monitoring & Evaluation

Stakeholder Engagement

Microsoft Office Suite (Word, Excel, PowerPoint)

Fluent in English, Swahili (Excellent), and Basic French

## 2. Educational Background

Year	University/ school	Region/district	Awards
2015- 2018	St Augustine university of Tanzania	Mwanza	BSc. Procurement and supply chain management
2012- 2014	Majengo High school	Kilimanjaro/Moshi	Advanced Level Certificate Secondary
2008- 2011	Peace secondary school Bukoba	Kagera/Bukoba	Ordinary Level Certificate

## 3. Experience of Work

Work Undertaken that Best Illustrates Capability to Handle the Tasks
<p><b>Duration:</b> March 2024 – Present</p> <ul style="list-style-type: none"><li>• Employer: <b>OBAMCO Tobacco Leaf</b></li><li>• Position: Shipping Supervisor</li><li>• Responsibilities:<ul style="list-style-type: none"><li>▪ -Supervised over 40 employees in the shipping department.</li><li>▪ -Managed logistics and shipment of tobacco leaf exports.</li><li>▪ -Ensured compliance with shipping regulations and customs procedures.</li><li>▪ -Coordinated transportation and warehouse operations.</li><li>▪ -Maintained records of shipments, schedules, and inventory.</li><li>▪ -Improved efficiency in loading, dispatching, and delivery.</li><li>▪ -Petroleum Agent (Clearing &amp; Forwarding)</li></ul></li></ul> <p><b>Duration: December 2022 – February 2024</b></p> <ul style="list-style-type: none"><li>• Employer: JR Petroleum Company Ltd</li><li>• Position: Logistics Supervisor</li><li>• Responsibilities:<ul style="list-style-type: none"><li>• Supervised petroleum trucks loading, clearing and forwarding operations.</li><li>• Coordinated logistics and ensured timely movement of petroleum shipments.</li><li>• Ensured compliance with safety regulations and customs procedures.</li><li>• Maintained records of truck movements and cargo clearance.</li></ul></li></ul>

**Name:** Tanzania Revenue Authority

**Duration** ; June 2021 – 2022

**Location** ; Tegeta, Kinondoni

**Position;** Intern.

**Work done;**

- Tax auditing
- Quotation from different suppliers,
- Quality management,
- Tax education

**Activities;**

- Research activities
- Proof reading ,
- Data analysis

**Name:** Tanzania association of environmental engineers

**Duration** ; October, 2019 – May, 2021

**Location** ; Dar es salaam

**Position;** Procurement officer.

**Work done;**

- Tendering ,
- material handling ,
- Quality management,
- Risk management,

**Activities;**

- Research activities
- Proof reading ,
- Data analysis

**Name:** Mwanga District Council.

**Duration:** July 2018-September 2019

**Location:** Mwanga , Kilimanjaro

**Position held:** Intern

**Main Activities done**

- monitoring and evaluation
- Capital account entries
- Summarizing current financial status through collecting information.

**Activities performed**

- Report writing.
- Data entry management.
- Accounting.

#### **4. Additional Project and Works Covered**

**July - September 2017;** Research on the use of ITC in procurement (eProcurement).

**Dec 2018- January 2019;** Water and sanitation assessment in rural areas of Bagamoyo.

#### **5. Training Attended**

Sep, 2018: Training on Resource mobilization, project planning and Proposal writing.

May 2019: Water and sanitation management.

May 2019: Training on climate change

July 2019: solid waste management training.

#### **6. Referees**

i. **Name:**Ahmad Mohamed

**E-mail:**[amohamed@tra.go.tz](mailto:amohamed@tra.go.tz)

**Mobile:** 0713508199

**Relation:**Supervisor

ii. **Name:**Mr. DEUSI MASIGE

General Manager AT TAEES

**Mobile;** +255767483590

**Relation:** Mentor

iii. **Name:** Geoffrey Makala

Shipping Manager at OBAMCO Tobacco Leaf

**Mobile:** +25576752368

**Relation:** Supervisor

#### **7. DECLARATION:**

I declare that the information provided is complete and correct to the best of my knowledge.  
This CV correctly describes me, my qualification and my experience.

Ahmad Mulokozi.