

DIANA EXAVERY WAZIRI CV

1. PERSONAL INFORMATION

Mobile Phone: +255762823083/+255612112636

E-mail address: dianawaziri083@gmail.com

Language: English and Swahili

2. EDUCATION LEVEL

Bachelor of Arts in Public Relations and Advertising (BAPRA)
(Graduate)

3. PERSONAL PROFILE AND CARRIER OBJECTIVE

I am a dedicated and growth-oriented individual who thrives in challenging environments that encourage excellence. My experiences have cultivated strong discipline, teamwork, and resilience. Also I aspire to build meaningful relationships, effectively manage reputation, and develop impactful awareness campaigns. I am driven to make a positive difference by engaging with stakeholders, promoting ethical practices, and fostering innovation within public relations. Possessing a keen interest in contemporary trends in photography, advertising, and communications, I seek opportunities to collaborate with creative teams to develop innovative marketing strategies and achieve communication objectives through powerful imagery. I am adaptable and productive in diverse work settings.

4. WORKING EXPERIENCE

VODASHOP MBEYA & BADILI TANZANIA 2025

Position: Brand Ambassador & Customer Service.

Roles and responsibilities

- Customer Service & Transactions: Provide friendly service, address inquiries, resolve complaints, and assist with airtime, data bundles, and SIM replacements.
- Promote Products & Services: Educate customers on new products, services, and promotions.

- **Maintain Records & Adhere to Policies:** Keep accurate records of customer interactions and follow company procedures.
- **Team Collaboration:** Work with colleagues to ensure seamless service and achieve company goals.
- **Promote Products & Educate Customers:** Promote products positively and inform customers about their features.
- **Increase Brand Awareness & Maintain Image:** Build brand recognition and loyalty and ensure a positive brand perception.
- **Engage with Customers:** Respond to reviews, track preferences, and build relationships with influencers and partners.
- **Conduct Product Demonstrations:** Showcase product features and benefits.

CAMERA FOR GIRLS 2023-2024

Position: Fellow Photographer

Roles and responsibilities

- **Storytelling & Photography Development:** Enhancing skills through weekly writing tasks, visual storytelling assignments, and practical exercises.
- **Social Media & Online Engagement:** Building a strong online presence to showcase work and connect with audiences.
- **Learning & Collaboration:** Participating in weekly Zoom meetings and interactive sessions for continuous growth.
- **Balanced Skill Development:** Managing practical assignments, online programs, and interactive sessions to improve expertise.

MBEYA DISTRICT COUNCIL 2022

Position: Census clerk

Duties and responsibilities

- **Data Collection & Analysis:** Conduct accurate population counts, analyze data to identify trends, and verify demographic information.
- **Record Management & Confidentiality:** Organize and maintain census records,

ensuring confidentiality and security of sensitive data.

- Collaboration & Communication: Work with team members to collect data and communicate effectively with respondents.
- Technology Utilization: Use technology for efficient data collection and reporting processes.

MBEYA CITY COUNCIL 2022-2023

Position: Information Officer intern

Duties and responsibilities

- Content Development & Communication: Create content for documentaries, articles, press releases, and public announcements.
- Research, Analysis & Event Management: Conduct market research, gather data for projects, and coordinate meetings, events, and training sessions.
- Digital & Social Media Management: Update and maintain the institution's website and social media platforms.
- Collaboration & Branding: Ensure consistent messaging by working with different departments and capturing key moments through photography and videography.

5. SKILLS KNOWLEDGE AND CAPABILITY

- Communication & Writing: Fluent in Swahili and English, skilled in crafting clear messages, press releases, scripts, and speeches.
- Organizational & Administrative Skills: Proficient in task management, scheduling, and data management using Microsoft Office tools.
- Problem-Solving, Research & Photography: Skilled in analyzing challenges, conducting research, and capturing compelling narratives through photography.
- Collaboration & Teamwork: Experienced in working effectively within teams to achieve shared objectives.

7. AWARDS

- **2024-2024:** The US Department of State-English for Journalism MOOC completion certificate.
- **2024-2024:** Camera for Girls- Endeavouring through the year-long 4-phrase programs.
- **2023-2023:** The Pink Foundation Workshop-Entrepreneurship and Life Skills Completion Certificate.
- **2023-2023:** Moravian Vocational Training College (MVTC)-Computer Application Certificate.
- **2023-2023:** Camera For Girls Workshop-Photography Completion Certificate
- **2022-2022:** Mbeya District Council-Certificate of Census Clerk and Housing Participation.
- **2021-2021:** MLALE JKT Songea-National services certificate.

8 REFEREES

1. NELSON MCHAU

Retail store Manager

Vodashop Mbeya

Mobile No.+255 754 711 544

Email: Nelson.Mchau1@vodacom.co.tz

2. AMINA MOHAMED

Executive Director

Camera For Girls

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3. JOSEPH MLUNDI

Committee Clerk

Mbeya City Council

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Mbeya

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4. DR. KAMFIPO GIDION MWAKITALU.

Associate Dean

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9. CERTIFICATION

I, **Diana Exavery Waziri**, certify that to the best of my knowledge, the information contained here is correct.

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