

# CIRRICULUM VITAE (CV)

## **1. PERSONAL PERTICULARS**

Name : Furaha  
Last Name : Massawe  
Middle Name : Isidory  
Date Of Birth : 2/5/2007  
Place Of Birth : Kilimanjaro  
Nationality : Tanzania  
Gender : Female  
Religion : Christian  
Marital Status : Single  
Mobile No : +255 699 378 208  
Email : [prettyhappy363@gmail.com](mailto:prettyhappy363@gmail.com)

## **2. EDUCATION BACK GROUND**

YEAR	AWARD CERTIFICATE	SCHOOL
2012 - 2018	Certificate of primary school	BONYOKWA PRIMARY SCHOOL – DAR ES SALAAM
2019 - 2022	Certificate of secondary school	KISUNGU SECONDARY SCHOOL – DAR ES SALAAM
2024 - 2024	Certificate of university	TAALUMA SCHOOL OF COMPUTER – DAR ES SALAAM

## **3. EXPERIENCE**

- i. At TAALUMA STATIONARY, Dar es salaam, Kimara
  - Printing assistant; Assisting customers in give us service of graphic works and Microsoft word, Microsoft publisher, Microsoft excel, Microsoft power point, etc.
  - Customer service representative; assisting customers in selecting stationary products and providing product recommendations.
  - Ensuring cleanliness and orderliness in the stationary.
- ii. At BABY'S CUTE, Dar es salaam, Kimara

I worked for a period of four months at Baby's Cute, a store specializing in baby products and accessories. This experience was valuable as it allowed me to develop my skills in customer service, sales, and inventory management. Below are some of the key tasks and responsibilities I handled during my time at the store

- **Customer Service:** My main role was to provide excellent customer service. I worked closely with customers to understand their needs, offering product recommendations for babies of various ages. I ensured that all customers received helpful and friendly assistance, aiming to create a welcoming atmosphere.
- **Inventory Management:** I assisted in managing store inventory, ensuring products were well-organized and easily accessible to customers. I made sure popular items were prominently displayed and took stock of items to keep shelves well-stocked.
- **Store Operations:** I helped ensure the store was clean, organized, and maintained a pleasant shopping environment for customers. Additionally, I assisted with product displays and made sure that the merchandise was in good condition.

#### 4. CAREER OBJECTIVE

A hardworking and detail-oriented individual seeking a position in stationary shop. Passionate about customer service, inventory management, and providing quality assistance in daily operations.

#### 5. LANGUAGE

SWAHILI: FLUENT

ENGLISH: INTERMEDIATE

**6. REFEREES**

NAME : ISIDORY MASSAWE

MOBILE: 0755 406 015/ 0655 406 015

WORK : INDUSTRIAL SCALE ENGINEER

NAME: VISHALI MKOPWAKI

MOBILE: 0653 936 619

WORK : TEACHER OF COMPUTER

NAME: ALEX LUTUMO

MOBILE: 0656 992 323

WORK: STATIONARY SHOPKEEPER

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FURAH A ISIDORY MASSAWE

# Taaluma School Of Computer Certificate

00326/2024

This is to certify that

Ms **FURAHA ISIDORY MASSAWE**

Has successfully completed the Basic Computer Applications Training Courses

Introduction to computer

Microsoft Word

Microsoft Excel

Microsoft Power Point

Email &amp; Internet

Microsoft Publisher

Computer Typing

conducted from **23/02/2024** to **23/04/2024**

And is awarded this certificate



Principal





# Taaluma School Of Computer Certificate

0087/2024

This is to certify that

**FURAHA ISIDORY MASSAWE**Has successfully completed the **Graphic Designing** Training Courses**Photoshop  
Illustrator**conducted from 03/04/2024 to 03/06/2024

And is awarded this certificate



Principal

