

KEBY . W. MSAFIRI
P.O.Box 77588,Dar es salam
Mobile .0673211949,0682366808
Email :wahadha94@gmail.com

PERSONAL PARTICULARS

Date of birth: 17thDecember 1994
Place of birth: Kilimanjaro
Nationality: Tanzania
Sex: Male
Marital status: Single
Residence: Dar es Salaam

EDUCATION BACKGROUND

2021-2024: **Bachelor of Human Resources management**
Dar es salam Tumaini university
2020-2021: **Advanced Certificate of Secondary Education (ACSEE)**
Perfect vision secondary school (PC)
2017–2018: **Certificate of Secondary Education (CSEE)**
Perfect vision secondary school (PC)
2003-2009: **Certificate of Primary Education**
Mwenge primary school

WORK EXPERIENCE

24th July 2023 to 08th September: **(NHC) NATIONAL HOUSING CORPORATION (Field)**

Position: **ADMIN**

Duties and Responsibilities: . Recording
. Recruitment and selection
. Onboarding
. Shortlisting
. Recording invoice

TRANSFERABLE SKILLS AND ABILITIES

. Very good in labor laws
. Very good in law of contract
. Well knowing recruitment and selection process and procedures
. Better in Compensation and benefits planning
. Good in Human Resources planning
. Well knowing labor relations matters
. Knowing how to prepare and conduct training
. Working under minimum supervision and ability to learn fast

- . Good interpersonal, teamwork and multi-tasking skills.
- . Interpersonal, organizational, administrative and teamwork skills.
- . Efficient and effective report writing .
- . Effective Recording management

COMPUTER APPLICATION

- . MS Word, MS Excel.
- . Expert in Internet Surfing and Search Engine.

LANGUAGE PROFICIENCY

- . Proficient in Swahili and English language including reading, writing, and speaking

INTEREST AND HOBBIES

- . Singing
- . Martial art (TAEKWONDO)
- . Reading (Books)

REFERENCES

• IDDI KITETE

Human Resources manager

iddi.kitete@nhc.co.tz

National housing corporation

P.O .BOX 45674

DAR ES SALAAM TANZANIA, Temeke region

0714205169

• MOYO RAHMANI HAULE

Police officer

moylahman@gmail.com

Police force Tanzania

P.O.BOX 961

MKOA WA PWANI,mkuranga

0777996454

• IVAN KULLOLA MASHALLA

Grants and business development manager

Danish Refugees Council Sudan

0766624034

Ivan.kulola@drc.ngo

TUMAINI UNIVERSITY DAR ES SALAAM COLLEGE

(A Constituent College of Tumaini University Makumira)

P.O Box 77588 DAR ES SALAAM TANZANIA

TEL: +255 22 276 0426, +255 22 276 0335, FAX: +255 22 276 0234 WEB: www.dartu.ac.tz



TRANSCRIPT OF EXAMINATION RESULTS

Surname: MSAFIRI	First Name: KEYB	Middle Name: WAHADHA	Gender: M
Citizenship: TANZANIAN	Date of Birth: 1994-12-17	Admitted: 2021	Graduated: 2024
Registration Number: TU/DARCO/BHRM/021/058	Sponsorship: PRIVATE	Name of Programme: BACHELOR OF HUMAN RESOURCE MANAGEMENT	

Overall GPA: 3.9	Class: UPPER SECOND
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FIRST YEAR 2021/2022 - SEM I					FIRST YEAR 2021/2022 - SEM II						
CODE	TITLE	GR	CR	GP	CODE	TITLE	GR	CR	GP		
MGMT 111	Principles of Management	A	9	39.96	HRL 121	Administrative Law	B+	9	36		
COMP 111	Computer Applications	B+	9	38.52	DS 121	Development Studies	B+	9	38.88		
HRM 111	Fundamentals of Human Resources Management	B+	9	36.72	HRM 121	Human Resources Planning	B	9	34.2		
ECON 111	Principles of Economics	A	9	40.68	HRM 123	Human Resources Work Environment	A	9	39.78		
COMM 111	Business Communication I	B	9	30.6	STAT 121	Introduction to Statistics	B	9	30.6		
ACCT 111	Principles of Accounting I	B+	9	37.08	MKTG 121	Principles of Marketing	C	9	18		
DS 111	Development Studies I	B	9	32.4	COMM 122	Business Communication	B+	9	36.72		
GPA: 4.06		SUBTOTAL:		63	256	GPA: 3.71		SUBTOTAL:		63	234.2
FIRST YEAR 2021/2022 Annual Performance: Total Credits: 126 Annual GPA: 3.8											

SECOND YEAR 2022/2023 - SEM III					SECOND YEAR 2022/2023 - SEM IV						
CODE	TITLE	GR	CR	GP	CODE	TITLE	GR	CR	GP		
MGMT 212	Strategic Business Management	C	6	14.4	MGMT 227	Event Management and Fundraising	B+	9	25.44		
QM 211	Quantitative Methods	B	9	27.9	HRM 221	Industrial Relations	B	9	32.4		
HRM 211	Human Resources Relations	B	9	35.1	HRL 221	Labour Laws	A	9	40.5		
HRM 212	Managerial Skills Development	B+	9	37.44	HRM 224	Managerial Decision Making Techniques	A	9	39.6		
HRL 211	Law of Contract	B	9	34.2	REST 221	Research Methods	A	9	39.6		
HRM 213	Human Resources Training and Development	B	9	33.3	MGMT 225	Innovation, Entrepreneurship and Enterprise Development	B+	9	38.16		
HRM 214	Organizational Development	B+	9	39.24	ESD 221	Ethics and Social Dialogue	B+	9	39.24		
GPA: 3.69		SUBTOTAL:		60	221.6	GPA: 4.24		SUBTOTAL:		60	254.9
SECOND YEAR 2022/2023 Annual Performance: Total Credits: 120 Annual GPA: 3.9											

THIRD YEAR 2023/2024 - SEM V					THIRD YEAR 2023/2024 - SEM VI				
CODE	TITLE	GR	CR	GP	CODE	TITLE	GR	CR	GP
MGMT 311	HARNESSING ENTREPRENEURSHIP AND INNOVATIVE MINDSET	A	9	41.4	PRAC 211	Field Work Practice	A	6	26.76
ORGB 311	Organizational Behavior	B+	9	37.08	REST 311	Research Project	B	21	81.9
HRM 312	Human Resources Policies	B+	9	38.52	ECON 322	Labour Economics	B	9	29.7
HRM 313	International Human Resources Management	B+	9	36	HRM 322	Human Resources Information System	B+	9	38.52
HRM 314	Social Protection	B+	9	37.08	HRM 321	Human Resources Compensation, Health and Safety	B	9	28.8
HRM 315	Records Management	A	9	41.58	GPA: 3.80 SUBTOTAL: 54 205.7				
HRM 311	Human Resources Recruitment, Orientation and Placement	B+	9	38.52					
GPA: 4.28		SUBTOTAL:		63	270.2				
THIRD YEAR 2023/2024 Annual Performance: Total Credits: 117 Annual GPA: 4.0									

DEAN, SCHOOL OF BUSINESS STUDIES

DEPUTY PROVOST FOR ACADEMIC AFFAIRS (DPAA)

PROVOST

DATE:

DATE:

DATE:

Tumaini University Makumira



D28 0065

DAR ES SALAAM COLLEGE

This is to certify that

KEBY WAHADHA MSAFIRI

Having satisfied the requirements for the award of the

DEGREE OF BACHELOR OF HUMAN RESOURCE MANAGEMENT

with
UPPER SECOND


was admitted to the Degree at a Congregation held at **DAR ES SALAAM** *on the*


16th day of November
Two Thousand and Twenty Four

A.D.




Provost


Chancellor


Vice - Chancellor