

CURRICULUM VITAE

DIANA EWALD LASWAY

P.O BOX 11870, DAR ES SALAAM

Email:dianahlasway@gmail.com

Phone: +255684318171

PERSONAL DETAILS:

DATE OF BIRTH: 23 June 1999

SEX: Female

NATIONALITY: Tanzanian

MARIAL STATUS: Single

CAREER OBJECTIVE:

I am seeking for an employment with a company where I can use my talents and skills to grow and expand the company. I want to be part of the success to an organization with good environment of growth and excellence where I will excel my hard work perseverance and dedication

I am quite sure that through my effort, hardworking spirit and team playing I will add value to the organization and take me to the higher levels of service and success in my job career.

EDUCATION BACKGROUND:

| Duration | Award | Institution |
|-----------|--|---------------------------------------|
| 2020-2023 | Bachelor Degree in Accounting | Institute of finance Management (IFM) |
| 2018-2020 | Certificate of Diploma in accounting | Institute of Finance Management (IFM) |
| 2017-2018 | Certificate of Accounting | Institute of Finance Management (IFM) |
| 2013-2016 | Certificate of Secondary Education Examination | Kambangwa Secondary School |
| 2006-2012 | Certificate of Primary | Education Jeshini primary school |

KNOWLEDGE AND EXPERIENCE:

- **Domestic Revenue Department (DRD):** At Tanzania revenue Authority (TRA) for five (5) months' time as an Assistance Officer trainee. My responsibilities were;
 1. Processing taxpayer Identification number (TIN)
 2. Assessment for income tax
 3. Physical survey to taxpayers

- **Assistant Accountant** at LEVEL UP-SPORT for 1 year and 7 months as a full time Accountant. My responsibilities were;
 1. To prepare financial reports at the end of reporting period
 2. To manage tax payments
 3. To prepare budgets regularly
 4. To organize internal audits and to support external audit's

- **Account Intern** at Elizabeth Glaser Pediatrics AIDS Foundation (EGPAF) since October 2023 until February 2024. My responsibilities were;
 1. Financial statement preparation and analysis
 2. Analyzing budget and create expense reports
 3. Internal control and risk management
 4. Tax planning and compliance
 5. Account payable and account receivable
 6. Distributing salary or wage payments to employees

- **Assistant Accountant** at Squared Financial Broker since February 2024 until now. My responsibilities are :
 1. To prepare financial reports at the end of the reporting period
 2. Distributing salary/wage payments to employees
 3. To prepare budgets regularly

PERSONAL VALUES:

- Self – motivated person, result oriented, transparent and integrals.
- Adaptive, with ability to work under minimum supervision
- Creative and analytical minded
- Believer

LANGUAGE SKILLS:

| Language | Speaking | Reading | Writing |
|----------|----------|-----------|-----------|
| English | Fluent | Excellent | Excellent |
| Swahili | Native | Excellent | Excellent |

COMPUTER SKILLS:

I have skills on the applications of the following computer software

- MS Word: MS Excel; Internet and E-mails and Tally ERP 9.

HOBBIES:

- Reading inspirational books.
- Watching movies & Listening music

REFERENCES:

| | | | |
|--|---|---|---|
| John M. William, Tax manager officer, P. O BOX 25216, DSM & Pwani, 0713590049. John.william@tra.go.tz | Gerald E. Mwanga, Tax consultant, P.O BOX 62172, Dar es salaam, 0678869787. Gerald.emest@icloud.com | Zakaria Swedi, Lecture IFM, Dar es salaam, 0713431832. Zakaria.swedi@gmail.com | Daud Abood Manager, LEVEL UP SPORT 0688 358833 AboudDaud@gmail.com |
|--|---|---|---|

DECLARATION:

I, Diana Ewald Lasway 'declare that the information provided in this document is completely true and correct to the best of my knowledge

Signature: D.Lasway

National Identification Authority (NIDA) :19990623-14122-00001-11

THE
INSTITUTE OF FINANCE MANAGEMENT
DAR ES SALAAM, TANZANIA

REG. No: IMC/BAC/2022104



BACHELOR DEGREE

This is to certify that

Diana Ewald Lasway


*Having successfully completed the examinations
and satisfied all other requirements of the Institute's
Governing Council, is hereby awarded*

*The Bachelor of
Accounting*

Lower Second

Classification

 Certified as True Copy of the Original
Herieth Mhijera Joel
Advocate, Notary Public & Commissioner
for Oaths

Sign: 
Date: 15th August 2024


CHAIRPERSON OF
THE COUNCIL



IMF - JAM401 - E229




RECTOR

DATE: 2nd December 2023

No: 025393

THE
INSTITUTE OF FINANCE MANAGEMENT
DAR ES SALAAM, TANZANIA

REG. No.: UPA/DAC/18/83724



DIPLOMA

This is to certify that

Diana Ewald Lasway

*Having successfully completed the examinations
and satisfied all other requirements of the Institute's
Governing Council, is hereby awarded*

*Ordinary Diploma in
Accountancy*

Upper Second

Classification



CHAIRPERSON OF
THE COUNCIL



RECTOR

DATE: 27th November 2020

No: 010093

THE
INSTITUTE OF FINANCE MANAGEMENT
DAR ES SALAAM, TANZANIA

REG. No.: UP/BCA/T/7/80901



BASIC TECHNICIAN

This is to certify that

Diana Ewald Lasway

*Having successfully completed the examinations
and satisfied all other requirements of the Institute's
Governing Council, is hereby awarded*

*Basic Technician Certificate in
Accounting*

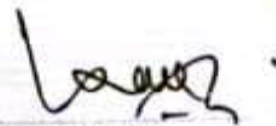
Pass

Classification

Certified as True Copy of the Original
Ramatdhani Miraji Mshange
Advocate, Notary Public & Commissioner
for
Sign: 
Date: 25/03/2024


CHAIRPERSON OF
THE COUNCIL




RECTOR

DATE: 30th November 2018

004285

The National Examinations Council of Tanzania



Certificate of Secondary Education

This is to certify that **DIANA EWALD LASWAY**

Index No. **51022-0032**

sat for the Certificate of Secondary Education Examination

at **KAMBANGWA SECONDARY SCHOOL**

in **NOVEMBER 2016**

and qualified for the award of a

CERTIFICATE OF SECONDARY EDUCATION

in Division **FOUR**

after attaining the following performance:-

Subject

CIVICS
HISTORY
GEOGRAPHY
KISWAHILI
ENGLISH LANGUAGE
BIOLOGY
BASIC MATHEMATICS
COMMERCE
BOOK-KEEPING

Grade

D (PASS)
D (PASS)
D (PASS)
C (PASS)
C (PASS)
D (PASS)
D (PASS)
D (PASS)
D (PASS)

Certified as True Copy of the Original
Ramadhani Miraji Makange
Advocate, Notary Public & Commissioner
for
Sgt. *[Signature]*
Date: **25/03/2024**

[Signature]

Chairperson



[Signature]

Executive Secretary

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