

# CURRICULUM VITAE (CV)

## **A. PERSONAL PARTICULARS:**

- Surname : MAGULU
- First name : MATHEW
- Other name : NDOSELA
- Date of birth : 23 - 11- 1997
- Sex : Male
- Marital status : Single
- Nationality : Tanzanian
- NIDA : 19971123454370000127

## **B. CONTACTS:**

- Address : Mathew Ndosela Magulu  
: P.O Box. 35091, Dar es Salaam
- Mobile phone : 0753672818/ 0613342945
- Email Address : mathewndosela@gmail.com
- Current Resident : Dar es Salaam

## **C. LANGUAGE PROFICIENCY:**

- Fluent in speaking both Kiswahili and English language
- Excellent in reading and writing both Kiswahili and English language

## **D. CAREER OBJECTIVES:**

I am seeking employment that will allow me to grow professionally, while being able to utilize my skills, knowledge and Experience for the betterment of the organization with the best use of my dedication, determination and resourcefulness

**E. ACADEMIC BACKGROUND:**

<b>DURATION:</b>	<b>SCHOOL/INSTITUTION:</b>	<b>AWARDS:</b>
2020- 2023	University of Dar es Salaam	Bachelor of Arts with Education (BAED)
2018- 2020	Wanike Secondary School- Njombe	Advanced Certificate of Secondary Education Examination (ACSEE)
2014- 2017	Mirambo Itobo Secondary School- Tabora	Certificate of Secondary Education Examination (CSEE)
2007- 2013	Milambo Itobo Primary School	Certificate of primary Education Examination

**F. OTHER QUALIFICATIONS:**

Certificate in Computer literacy particularly in Microsoft Excel, Microsoft Word, Microsoft Power Point, Microsoft Access, Internet and Email applications.

**G. WORKING EXPERIENCES:****• Halotel Tanzania Plc from 2023 to 2024 (TELECOMMUNICATION COMPANY)****Position: Corporate Sales Staff****Key Responsibilities**

- Information capture, introduction of business products and services for the company
- To collaborate with the corporate department in HQ to develop strategies and sales
- Execute business plans issued by corporate department in HQ
- Customer care, services and management
- Direct relationship managements and maximize revenue and profit from customers
- Accomplished sales targets issued by the corporate department in HQ
- Lead and implement projects progress after signing contracts with customers
- Responsible for company branding before corporate customers
- Make adjustments and improve when there arise errors

**H. SKILLS:**

- Excellent communication and interpersonal skills
- Lesson planning and presentation skills
- Computer skills
- Good organization, management skills and creative under pressure
- Guidance and good teamwork skills
- Customer relationship management tool skills
- Social media and technological skills
- Critical thinking and problem solving skills

**I. HOBBIES:**

- Reading literacy works particularly books, newspapers and articles
- Volunteering and helping
- Initiating and running businesses
- Self studies and learning languages
- Community involvement

**J. REFEREES:**

REFEREE: 1	REFEREE: 2	REFEREE: 3
<b>Name: EDWINUS LYAYA</b>  Place: University of Dar es Salaam  Position: Doctor in Archeaology  Contact: +255 687 838 320  Email: edwinus@yahoo.com	<b>Name: JAPHET J. NYANZA</b>  Place: Kilimanjaro Christian Medical College  Position: Administrative Officer  Contact: +255 787 630 492  Email: japhetnyanza@gmail.com	<b>Name: FRED NDABILA</b>  Place: Halotel Tanzania Plc  Position: Business Staff in HQ  Contact: +255 629 081 484  Email: fredndabila@gmail.com

**DECLARATION**

I MATHEW NDOSELA, the undersigned owner of this Curriculum Vitae (CV), attest to the correctness of the above details.

**Signature: M.Ndosela**

**Date: 20/03/2025**