

JOSEPH EMMANUEL JOSEPH

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PROFESSIONAL SUMMARY

I have developed skills in maintaining, upgrading and improving multiple systems. My on the job experience has equipped me with a well-rounded skill set, including exceptional organization and project management abilities. I am adept at monitoring and controlling various systems and processes in a safe and compliant manner. I am also proficient in operating and troubleshooting the associated control and automation systems. I am familiar with the latest technology and I can quickly adapt to a new systems and processes.

EDUCATION

Information Technology and Systems

GPA: 3.5/5

Mzumbe University (MU)

Nov, 2017 - Aug, 2020

Advanced Certificate of Secondary Education Examination (ACSEE)

Div: III ~ 13

Mahiwa High school

Jun, 2015 - May, 2017

Ordinary Level Secondary Certificate (CSEE)

Merit

Halisi Secondary school

Jan, 2010 - Nov, 2014

WORK EXPERIENCE

Central Control Room (CCR) Operator

Nov, 2024 - Present


Turky Group of Companies Vigor Cement Works

Unguja North, Tanzania

Work Summary

- Monitored and Controlled production processes using Siemens Control System and SCADA Software to ensure smooth plant operations.,
- Collaborated with engineering teams to optimize system performance and reliability by developing contingency plans for system outage.,
- Ensure the safe Operation of equipments and complied with all safety protocols.,
- Ensure adherence to standard operating procedure by maintaining process parameters.,
- Ensure daily production target is achieved and optimizing the process.,
- Follow the safety rules in startup and shutting down of any operational equipment.,
- Taking readings of plant parameters logging data and documenting operational activities for management review.,
- Identifying and diagnosing potential operating problems and taking immediate action to ensure production resumes.,
- Making suggestions for plant and operating procedure improvements.,
- Performing shift turnovers and ensuring the transfer of necessary information.

IT Support Technician, Assistant Accountant

 Feb, 2021 - May, 2023

Wadsworth Distributors LTD

 Dar es Salaam, Tanzania

Work Summary

- Investigate and resolve IT issues including hardware software network and printer problems.,
- Provide first line support to users answering questions and guiding them through troubleshooting.,
- Install configure and maintain computer hardware software and operating systems.,
- Maintain detailed records of issues solutions and follow up with users to ensure satisfaction.,
- Monitor IT systems for performance issues and proactively address problems.,
- Provide training to users on new software and systems.
- Accounting using Epicor ERP. Such as Invoice processing, Reconciliation and Reporting.

SKILLS & INTERESTS

Skills:

Soft Skills

Performance Management , Team Working And Prioritization , Communication , Time Management , Organization And Presentation Skills

Interests: *Swimming & Water Games , Computer Application*

LANGUAGE

English

Speaking (Very Good)

Writing (Excellent)

Swahili

Speaking (Excellent)

Writing (Excellent)

REFERENCE

1. **Damson Kaswaka** | 255656401308 | dkaswaka@gmail.com | IT Officer at Hesu Investment Limited
2. **Damian Maganga** | +255717590988 | damianmaganga@gmail.com | Parking Plant Supervisor at Turkey Group of Companies, Vigor Cement Work
3. **Dr. Tupokigwe Issagah** | 255768111780 | timwalukasa@mzumbe.ac.tz | Lecturer at Mzumbe University