

CURRICULUM VITAE

A: PERSONAL DETAILS

Second: ABEL

First: ELIZABETH

Date of Birth: 2 FEBRUARY 1995

Place of Birth: DAR ES SALAAM, TANZANIA

Nationality: TANZANIAN

Marital Status: SINGLE

Sex: FEMALE

Physical Address: FUONI - ZANZIBAR

Mobile: +255 756 153 219/+255 650 153 219

Email: sangaelizabeth797@gmail.com

B: ACADEMIC PROFILE

Duration	Institution	Award
2014 -2016	Tanzania Public Service College	Diploma in Human Resource Management
2013 -2014	Tanzania Public Service College	Basic Technician Certificate in Records Management
2009 - 2012	St. Anne Marie Secondary School	Certificate of Secondary Education
2002 - 2008	St. Therese of Liseux Kindergarten and Primary School	Certificate of Primary Education

C: PROFESIONAL AND WORKING EXPERIENCE

- 2013: Worked at Tanzania Railway Limited (TRL) as Record Assistant Staff trainee at Dar es Salaam.
- 2014: Trained at Tanzania Social Action Fund (TASAF) as Assistant Human Resource Manager at Dar es Salaam Tanzania.
- 2015: Trained at National Bank of Commerce (NBC) as a Clerk at Dar es Salaam Tanzania, Kawe Branch
- 2016 - 2017: Worked at Playmaster Sports Company as a Cashier at Dar es Salaam, Tanzania.
- 2017 - 2018: Worked at Parimatch Company Ltd as a Receptionist/Front Desk at Mwanza, Tanzania.
- 2018-2020: Worked at Parimatch Company Ltd as a DSS Team Leader Supervisor at Geita, Tanzania.
- 2021-2022: Worked at Ukinga Hill Hotel Zambia Nakonde Border as Assistant Cashier.
- June-August 2023: Worked at Singularity Microfinance as debt collector.
- September -November 2023: Worked at Canaf Credit Company as debt collector
- December 2023 - March 2024: Worked at CRDB Bank as Freelancer in Account Opening and Simbanking Customer Registration
- April 2024 to June 2024: Worked at Bryga Beverage as Sales Executive
- August 2024 to August 2025: Worked at Tree Top Zan Breeze Zanzibar by Eight Continent as Front Office Assistant.

E: PROFICIENCY

- Hardworking
- Working as a team
- Finishing work on/in Time

F: HOBBIES/ INTERESTS

- Reading novels, books and newspapers.
- Travelling, gathering and exchange views.

G: ATTRIBUTE AND ABILITIES

- Ability to work under minimum supervision and as part of a team
- Teamwork, flexible and hard working
- Committed to work and fast learning
- Public speaking confidently

H: LANGUAGE

- Kiswahili - reading, writing and speaking
- English - reading, writing and speaking

I: REFEREES

1. JOHN KISHIWA

Maintenance Manager
Tree Top Zan Breeze Zanzibar
By Eight Continent
Mobile +255 715 119 285

2. DEBORAH B. LUKOSI

Teacher
King'ong'o primary school
Dar es salaam, Tanzania
Mobile +255 655 465 627

3. JULIUS WAZIRI

Bartender Manager
United Arab Emirate (Dubai)
Mobile: +971 58 159 3647

DECLARATION

I, the undersigned person, hereby certify that the information given herein is true to the best of my knowledge and that belong to me.