

NEEMA ERASTO VEGULA

CURRICULAM VITE

Phone: +255755427447 | Email: neemavegula12@gmail.com | Gender:
Female | Nationality: Tanzanian | Current Residence: Dar es Salaam,
Tanzania

PROFILE

I am a resourceful, passionate, proactive individual. I have a strong leadership skill, which helps me to work very well individually and become a great team player, which aims at reaching the targeted organizational goals. I am able to adapt quickly to new and excellent interpersonal relationship with the ability to work with different kind of communities.

ACADEMIC QUALIFICATION

2009 to 2011 – Diploma in Gender and Development Issues
The Mwalimu Nyerere Memorial Academy

2008 to 2009 – Advance Certificate of Secondary Education
Temeke Teachers Resource Centre

2001 to 2004 – Certificate of Secondary Education
Makoga Secondary School

WORK EXPERIENCE

2024 to 2025 – Unit Manager at Jubilee Life Insurance Company

- Recruitment of Sales Force
- Introducing new market strategies of Life Insurance
- Preparing daily reports on sales
- Attending and Coordinating Clients Presentations and Marketing

2012 to 2017 – Customer Service at Vodacom Tanzania LTD

- Perform Customer queries
- Providing advices to customers on M-pesa technical and system challenges
- Maintain customer details and transactions
- Reverse, Simcard swap and registration

2018 to 2024 – Self Employed at Jay Fashions Boutique services

- Foodstuff products. ☒
- Hair dress salon. ☒

2006 (Temporarily) – Personal Secretary (PS) at Mufindi district commission
(Temporary work)



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- Receiving guest ☐
- Handling telephone ☐
- Keeping office ☐records ☐
- Typing. ☐
- Scheduling meetings ☐

EXTRA QUALIFICATION

2005 to 2006 - Secretarial Duties at Mafinga Secretarial Training College

RESEARCH PAPER

Title; Causes of high prevalence of Female Genital Mutilation Place; Mpwapwa District in Dodoma region ☐ Supervisor: Mr. Obeid Katozi

OTHER TRAINING

26th March – 11th May 2012 attended customer service training at Vodacom Head offices at Mlimani City where by the following were covered; customer care skills, Ethics and morals of conduct, Vodacom products and service knowledge, communication skills. Also awarded certificate of training completion.

20th November – 26 November 2024 Attended Sales Force representative training at JUBILEE LIFE INSURANCE Head offices at Morocco where by the following were covered, Jubilee Insurance products and services, principles of insurance, sales building blocks, sales process and Ethic and Morals of conduct.

29th November- 3 December 2024 Attended Unity Manager Training at Jubilee life Insurance Head Offices at Morocco also the following were covered. Ethics of good leadership, importance of leadership, Roles of a leader, how to deal with difficult boss, incompetent boss, how to work with Holic boss, dealing with excessive boss and Narcissistic boss.

LANGUAGE.

Fluently writing, speaking and interpret document written in both English and Swahili.

HOBIES/INTERESTS.

I like swimming, watching movie, listening to music and travelling.

REFEREES.

George Magongo.☐Procurement Officer.☐EACOP Project Contact:0767677258.
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