

CURRICULUM VITAE

PERSONAL INFORMATION

First Name:	VIVIAN
Middle Name:	ANGELO
Last Name:	MWIDUNDA
Place of Birth:	ILALA, DAR ES SALAAM
Sex:	FEMALE
Date of Birth:	13 rd MAY 1998
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Language:	Kiswahili and English (spoken and written)
Country:	TANZANIA
Nationality:	TANZANIAN
Marital Status:	SINGLE

EDUCATION BACKGROUND

2018-2021	SOKOINE UNIVERSITY OF AGRICULTURE
	Bachelor of Science in Environmental Science and Management
2015-2018	MPANDA GIRLS SECONDARY SCHOOL
	Advanced Certificate of Secondary Education (ACSE)
2012-2015	LYANDEMBELA SECONDARY SCHOOL
	Certificate of Secondary Education (CSE)
2005-2011	IFUNDA PRIMARY SCHOOL
	Certificate of primary education

WORK EXPERIENCE

July-September,2020: IRINGA WATER SUPPLY AND SANITATION AUTHORITY (IRUWASA)

- ❖ Water treatment process management
- ❖ Water quality analysis
- ❖ Measurements of chemical, physical and biological properties of water

August- September, 2021: JANE GOODALL INSTITUTE (JGI) at Dar es Salaam

- ❖ Forest patrol
- ❖ Hiking
- ❖ Sowing of seeds and tree nursery management
- ❖ Making compost manure
- ❖ Waste collection and disposal
- ❖ Bird survey
- ❖ Species identification and data collection using Survey 1,2,3
- ❖ Measurement of species diversity
- ❖ Other manual works like constructions of flower vases and pitching of a tent

October, 2023 - May, 2024: Sales Officer at Platinum Credit Limited.

- * Identifying a customer needs, providing relevant products and services.
- * Ensuring client relationship
- * Managing sales target
- * Providing sales goal achievement
- * Providing best customer service to the clients.

August, 2024- December 2024: Email Marketer at Brandthryve LLC

- ❖ Collecting valuable information of prospects on their social media needed for email creating.
- ❖ Making personalized first line or introduction line of prospects for emails.

SKILLS

Computer literate: Familiar with, Microsoft word, Microsoft excels Microsoft power point, Microsoft access and Internet application.

Driving skills: Familiar with driving vehicles of class B and D along with driving license.

REFEREES

Dr. Jalisa Mwalilino
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CERTIFICATION

- I certify that, all information stated here in this resume are truly and complete to the best of my knowledge. I authorized to the information prove in this Curriculum Vitae.