

CONTACT

ALIPIPI SALAMBA DAUDI

📍 Shinyanga, Tanzania

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OBJECTIVE

To work in an environment which encourages me to succeed and grow professionally where I can utilize my skills and knowledge appropriately.

EDUCATION

- | | |
|-----------|--|
| 2020-2022 | <ul style="list-style-type: none">• UNIVERSITY OF DAR ES SALAAM COMPUTING CENTRE
Diploma in Business Information Technology |
| 2019-2020 | <ul style="list-style-type: none">• UNIVERSITY OF DAR ES SALAAM COMPUTING CENTRE
Certificate in Business Information Technology |
| 2013-2016 | <ul style="list-style-type: none">• BUSULWA SECONDARY SCHOOL
Secondary School Certificate |
| 2006-2012 | <ul style="list-style-type: none">• IWELYANGULA PRIMARY SCHOOL
Primary School Certificate |

EXPERIENCE

- | | |
|---------------------|---|
| Feb,2025 - Now | <ul style="list-style-type: none">• Direct Sales Agent
NBC BANK TANZANIA<ul style="list-style-type: none">◦ Building and maintaining a database of potential clients.◦ Selling products or services directly to customers.◦ Presenting products and services to customers, highlighting the benefits and addressing needs.◦ Tracking and analyzing sales performance metrics.◦ Preparing monthly sales reports and presenting to management. |
| Feb,2023 - Nov,2023 | <ul style="list-style-type: none">• Data Officer
NG'INGULA DISPENSARY<ul style="list-style-type: none">◦ Scan documents into database.◦ Prepares, gathers and arranges data to be intered into the computer.◦ Checks documents for accuracy.◦ Keeps sensitive information confidential. |
| Aug,2021 - Nov,2021 | <ul style="list-style-type: none">• Data Clerk
SHINYANGA REGIONAL REFFERAL HOSPITAL |

- Prepares, gathers and arranges data to be entered into the computer.
- Scan documents into database.
- Checks documents for accuracy.
- Keeps sensitive information confidential.

Aug,2020 -
Dec,2020

- **IT and Assistant Accountant**

COMPUTING CENTRE-UNIVERSITY OF DAR ES SALAAM

- Preparing financial reports.
- Check all financial transactions for accuracy.
- Testing new technology.
- Transfer data from papers into computer files.
- Update existing data.

SKILLS

- •Microsoft office skills •Data analyst skills •Communication skills
- •Leadership skills •Creativity skills •Decision making skills
- •Customer services skills •Problem solving skills •Team work skills

REFERENCE

- **Mr, ENOS VIJI - Tanzania Revenue Authority**

Tax Officer

enosvijitra@yahoo.com

+255 625 986 239

- **Eng, Reuben Kusekwa - CocaCola Kwanza**

Sales Area Manager

reubenalphonce@gmail.com

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- **Ms, Hilaria Mombela - Ardhi University**

Assistant Lecturer

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