# ATUPAKISYE ELIAS



## SUMMARY

Smart student studying bachelor in computer science final year and looking for related experience. Willing to listen and learn and excited to contribute in real-world environment to help find practical, actionable solutions for current needs.

## EXPERIENCE

**Intern**, 07/2023 - 09/2023
**National Institute of Medical Research(NIMR) - MWANZA, TANZANIA**

- Supported various program activities, assisting with administrative tasks.
- Maintained accurate records and files pertaining to departmental areas of responsibility.
- Created status reports on operational activities.
- Assisted in routine research, investigations and special projects to support work of assigned department.
- Attended and participated in meetings and brainstorming sessions with team members.
- Worked with team members to promote great customer service and pleasant work environment.
- Wrote procedures, reports and technical documents in easy-to-understand terminology.
- Handled incoming and outgoing supplies and packages and routed to appropriate personnel.
- Helped maintain applicant tracking systems and recruiting metrics.
- Collaborated with and maintained positive rapport with stakeholders, building strong relationships.

**Intern**, 07/2022 - 09/2022
**University of Dar-es-Salaam - Dar-es-Salaam, Tanzania**

## EDUCATION AND TRAINING

**Advanced Certificate of Secondary Education Examination, Physics,Chemistry,Advanced Mathematics(PCM), 05/2021**
**Waja Boys Secondary School** - Geita,Tanzania

**Certificate of Secondary Education, Science Subjects, 11/2018**
**Alliance Boys' Secondary School** - Mwanza,Tanzania

**Bachelor Degree in Computer Science, Computer Science**
**Mbeya University Of Science And Technology** - Mbeya,Tanzania

## LANGUAGES

**English:** First Language

## ACCOMPLISHMENTS

- I recently earned a certificate on 14th July 2023 of cybersecurity roles,processes & operating system security from coursera
- I earned a certificate on 20th June 2023 in Information Systems Auditing,controls and Assurance from coursera
- I earned a certificate on 23rd June 2023 in introduction to Cybersecurity tools & cyber attacks

## CONTACT

**Address:** MWANZA TANZANIA
**Phone:** 0656915449
**Email:** atupakisyeelias@gmail.com

## SKILLS

- Project Management
- Operations Support
- Multitasking and Organization
- Javascript
- HTML
- CSS
- Program Coding
- Monitoring Computer Viruses
- Website Development
- C++ Programming Language
- Microsoft Office

## WEBSITES, PORTFOLIOS, PROFILES

https://atupakisyestephen.github.io/My-Personal-Website/
www.linkedin.com/in/atupakisye
https://github.com/Atupakisyestephen