

TANDO ZITA-BELLA MUGOB

Email: tandozitabella@gmail.com

Address: Yaounde - Kondengui

Tel: (+237) 674 216 574

(+237) 653 362 302

OBJECTIVES

Resourceful and dynamic, Self-directed and detail-oriented professional with the ability to work on multiple projects by providing solutions to complex problems while maintaining strict confidentiality.

EDUCATION

Pursing a Bachelor of Science in Information System and Networking

ICT University - October 2022 - Present

Level 2 student

Relevant Coursework: Programming Languages, Data Structures, Algorithms, Computer Networks, Database Management, Web Development.

GCE Advanced Level - JUNE 2020

Divine International College , Anguissa - Yaounde, Cameroon.

GCE Ordinary Level - JUNE 2022

Divine International College , Anguissa - Yaounde, Cameroon.

AWARDS, ACKNOWLEDGEMENTS & CERTIFICATIONS

- **26th April 2023 – 15th March 2024** - Certificate of Marketing, awarded by ICT University for successful completion of a marketing course.
- **28th February 2024** - Hult Prize on Campus Award, received at the ICT University for outstanding contribution and participation in the Hult Prize competition.
- **23rd April 2024** - Course Certificate of Linux Cloud and DevOps.
- **26th May 2024** - Course Certificate of Database Structures and Management with MySQL.
- **31st May 2024** - Course Certificate of Securing Linux Systems.
- **07th May 2024** - Course Certificate of Introduction to Database.
- **10th May 2024** - Course Certificate of Managing Linux Systems.
- **12th May 2024** - Course Certificate of Linux Fundamentals.

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EXPERIENCE

ICT UNIVERSITY | Messasi, Zoatupsi, Yaounde.

Intern – Registrar’s Office from the **9th October 2023 – Present**

- Assisted with maintaining and updating student records to ensure accuracy and confidentiality.
- Collaborated with various departments within the university to facilitate smooth communication and support academic activities.
- Utilized strong problem-solving and organizational skills to contribute to the overall efficiency of the Registrar's Office.

SKILLS

- ✓ Microsoft Office, Excell, Powerpoint, Publisher, HTML & Typing.

LANGUAGES

- ✓ English Language & French Language.

REFERENCES

- **Intern at Registrars Office - ICT University**

Miss EKANE LESLEY AURIELLE

(+237) 675 925 762

Miss NGA MFONO ROSE

(+237) 693 518 329

- **Certificate of Marketing – ICT University**

Mme MARGUERITE NANETTE NGAMBITA

(+237) 682 388 572

- **Hult Price Award – ICT University**

Mr AYUK FABRICE

(+237) 690 822 367

- **GCE Advanced and Ordinary Level – Divine International College**

Mr MUEGUE AMSTRONG

(+237) 651 132 215

Mr TABI WILLIAMS MBAH

(+237) 690 226 996

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TYPE PERSONAL NAME

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