

## **CURRICULUM VITAE**

### **A: PERSONAL PROFILE**

First name	HAPPYNESS
Middle Name	WIDMEL
Surname	KIMARO
Date of Birth	06-01-1999
Place of Birth	Morogoro
Gender	Female
Nationality	Tanzanian
Marital Status	Single
Contacts	Phone Number: 067809152 Email Address: <a href="mailto:happynesswidmel@gmail.com">happynesswidmel@gmail.com</a>

### **PERSONAL STATEMENT**

I am a hard-working person of good moral character with ability to work flexibly, both independently and in a team with excellent organization and administrative skills having experience in dealing with different social matters, with level workload within strict deadline. Now looking for a challenging job in an enabling environment where my current profile, experience and expertise would be an ideal asset to the organization in either public or private sector.

### **CAREER OBJECTIVE**

To become a professional in Marketing and public relation for both Tanzania other nations, while applying my knowledge in regional and international capacity, be familiar with marketing and public relation issues through research and personal capability.

### **KEY QUALIFICATIONS**

1. Capable of presenting different ideas with full of confidence and determination
2. Am having good IT skills, Excellent on Microsoft Office program (Excel, Word, Access, etc.)
3. Am having good creativity and good vision on performing a job
4. Am having good communication skills
5. Am capable of cooperating with a team

### **B: EDUCATION BACKGROUND:**

<b>ECADEMIC YEAR</b>	<b>INSTITUTION</b>	<b>AWARDED</b>
<b>2018 - 2021</b>	<i>TANZANIA INSTITUTE OF ACCOUNTANCY</i>	Bachelor degree in marketing and public relation
<b>2016 - 2018</b>	<i>DAKAWA HIGH SCHOOL(morogoro)</i>	Awarded Advanced Certificate of Secondary Education (ACSE)
<b>2012-2015</b>	<i>KIHONDA SECONDARY SCHOOL (morogoro)</i>	Certificate of Secondary Education Examination (CSE)
<b>2005- 2011</b>	<i>BUNGO PRIMARY SCHOOL (morogoro)</i>	Certificate Of Primary Education Examination

**C: FIELD, PRACTICAL AND WORK EXPERIENCES:**

Position	Duration	Place
<ul style="list-style-type: none"> <li>Tanzania Revenue Authority (As Field)</li> </ul> <p>Task: dealing with office documents including writing of press release, reports of the conducted projects</p>	July – November (2020)	DAR ES SALAAM

**D: OTHER SKILLS**

1. Have the ability to work independently as well as in a team.
2. Hard working, trust worthy and creative.
3. A fast learner, easy to accommodate changes both in environment and ways of working.
4. Credibility, good judgment, honesty and integrity.
5. Ability to plan, organize, prioritize and manage.
6. Ability to handle assignments comprehensively, effectively and confidentially.
7. Proficiency in maintaining a well-organized working environment.
8. Good interpersonal skills with clear disposition for fair play.

**E: LANGUAGE PROFICIENCY:**

- English and Swahili (Speaking, Writing and Reading).

**F: INTERESTS & HOBBIES:**

- Learning new ideas
- Business Entrepreneurship
- sports

**REFEREES:**

No	Name	Phone Number	Email	Position
1	<b>JULIETH KIDEMI</b>	+255 712743202	<a href="mailto:juliethkidemi@gmail.com">juliethkidemi@gmail.com</a>	PUBLIC RELATION OFFICER (T.R.A, Dar-es-salaam)
2	<b>ELISHAURI MSUYA</b>	+255 715377570	<a href="mailto:elishaurimsuya@gmail.com">elishaurimsuya@gmail.com</a>	ACCOUNTANCY (NMB, Morogoro)
3	<b>NTIMI F. MWASAGA</b>	+255 714112642	<a href="mailto:Ntimimwasaga20@gmail.com">Ntimimwasaga20@gmail.com</a>	TAX CONSULTANT (Nshishi Attorney and Tax consultant, morogoro).

**DECLARATION**

**I HAPPYNESS WIDMEL KIMARO**, to the best of my knowledge I declare that everything written in this curriculum Vitae is true and I can make an account of any content contained here.