**CURRICULUM VITAE**

**PERSONAL DETAILS**

**Names** :MUTESI Florence

**Father name**:HAVUGIMANA Pierre

**Mother name**:BAMURANGE Cesarie

ID number:1200170030935021

**SEX** : Female

**Date of birth** :01/01/2001

**Place of birth** :Eastern Province,Kayonza district, Murundi sector,Karambi Cell,Nyamirama Village

**Place of Residence** : Eastern province,Kayonza District,Murundi Sector,Karambi Cell,NyamiramaVillage

**Marital status** : Single

**Nationality**  : Rwandan

**Email address** :fmutesi21@gmail.com

**Mobile phone** : +250781998374

**EDUCATION BACKGROUND**

|  |  |  |  |
| --- | --- | --- | --- |
| **Year** | **Academic documents** | **Faculty/Department** | **Institutions** |
| 2018-2021 | Advanced certificate of education (A2). | Language Education | TTC Rubengera |
| 2015- 2017 | Ordinary Level Certificate | General subjects | G.S Karambi |
| 2009- 2016 | Primary Leaving Certificate | General subjects | E.P Rwinsheke |

**LANGUAGE SKILLS**

|  |  |  |
| --- | --- | --- |
| **Languages** | **Spoken** | **Written** |
| English | Excellent | Excellent |
| Kinyarwanda | Excellent | Excellent |

**COMPUTER SKILLS**

|  |  |
| --- | --- |
| Type of software | Proficiency |
| 1.MS-office: word, excel, power point and MS -office | Excellent |

**PERSONAL QUALITIES**

* Professional relationships and strong team work
* Ability to work independently and effectively
* I likely to be honest in all of my activities
* High standards of integrity and commitment.
* I likely to respect time as well as possible.

**HOBBIES:**

1. Reading literally material (especially on property management, motivational books and religious literature).
2. Gaining new knowledge through carrying out extensive research.
3. Meeting new people who challenge me.
4. Listening to intellectuals and gospel music

**MY APPROACH TO WORK**

In both office and fieldwork, my intention is to always to establish an atmosphere of openness and dialog with staff and other partners. I am highly devoted to quality work in which there is clarity on what needs to be done and how to do it. I specifically have a strong belief in hard work and professionalism.

**REFERENCES:**

#### SINABUBARAGA Emmanuel Teacher at TTC Rubengera

#### Tel: 0785146286

#### MABYIRUKA Innocent Head of Study at TTC Rubengera

#### Tel:0788486723

**DECLARATION**

I, the undersigned declare that the information provided above is true to the best of my knowledge and believe

**MUTESI Florence**