**JANE G KONGOLA**

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**Tel: 255 (0) 716 365581**

**E**-**mail:ndegetuyuri@yahoo.com**

**SUMMARY**

An individual with BA in Public Relations and Marketing from St. Augustine University of Tanzania. An individual who is a hard worker, team player, energetic, goals targeted achiever and self motivated.

**OBJECTIVES**

* To use social media for buziness
* Maintaining good image by building strong relationships with clients
* A position where corporate communications needs to be handled well
* Explore my knowledge on events management and crisis management
* To identify key stakeholders and work with them for the betterment of the organization.

**PROFILE**

* Strong analytical sense in communication strategic planning and interpersonal skills.
* Creative mind
* Management skills
* Independent
* Networking
* Keep on learning
* Hardworking

**PERSONAL DATA**

Nationality: Tanzanian, Sex: Female, Marital Status: Single, Date of Birth: 8th January 1988

**ACADEMIC QUALIFICATIONS**

* Bachelor of Public Relations and Marketing (2009-2012) at St. Augustine University of Tanzania- Mwanza, Tanzania

-Concentration: Media Relations, Writing for Public Relations, Corporate Communications, Customer care, Marketing Principles and Stakeholders Relations.

* Advanced Certificate of Secondary Education (2007-2009) at St. Mary`s High School- Dar es salaam, Tanzania

-Concentration: History, Kiswahili and Language

* Certificate of Secondary Education (2003-2006) at Kibosho Girls` Secondary School- Kilimanjaro, Tanzania

-Concentration: Business Subjects

**OTHER QUALIFICATIONS**

**Computer Skills**

Knowledgeable about microcomputer applications including: Introduction to computer, Microsoft word, Microsoft excel, Microsoft power point as well as internet and e-mail.

**Language proficiency**

**-**Swahili, excellent speaking and writing. I was a member of Kiswahili club at Kibosho Girls` Secondary School and took part in various activities for promoting Kiswahili language

-English, excellent speaking and writing. I participated in numerous debates as main speaker, judge and chairwoman, this helped me in improving my English.

**Research Skills**

I conducted a study on, `the efficiency of Public Relations Campaigns towards health development` a case study of `AIDS campaign` held at Kabila village in Magu district Mwanza. The campaign was organized by the public relations department of PSI- Tanzania on 1st December, the AIDS day.

**Public** **Relations Activities**

**Corporate Social Responsibilities**

Together with my colleagues of Public Relations class, went to visit the pupils of Iseni Primary School in Mwanza. We found out they had many challenges such as few toilets, lack of classrooms, lack of teachers and shortage of books. We contributed money and buy for them some books

**Advertisements**

I took part in designing and preparing print, radio and television advertisements while I was a student of Public Relations class.

**University magazine**

The department of Public Relations at St. Augustine University of Tanzania had to prepare the university magazine to showcase during university community day. I took part in collecting, arranging and designing the university projects which included livestock keeping, farming and fishing. The vice chancellor appreciated it and asked the department to prepare the budget so that it can be published yearly.

**PERSONAL INTERESTS**

Reading books, magazine and newspapers, listening to radio, watching television, internet surfing, chatting, networking and travelling.

**REFEREES**

1. Mr. Sihiana Mkanda

Zonal Manager

PSI-Tanzania

P.O Box 4225, Dodoma

Tel: 0767 273 027

1. Mr. Emmanuel Silaa

Assistant Lecturer

St. Augustine University of Tanzania

P.O Box 307, Mwanza

Tel: 0652 439 174

1. Mr. Ngowi CDNK

Lecturer

St. Augustine University of Tanzania

P.O Box 307, Mwanza

Tel: 0754 369256

**CERTIFICATION**

I certify that to the best of my knowledge and the belief, the information provided in the CV is accurate completed and correctly describes qualification, experience and myself.

Jane G Kongola