

CURRICULUM VITAE (CV)

NAJMA NUHU HATHA

P.O.BOX 5238 MOROGORO, TANZANIA

Contact: +255 754 248 063, E-mail: najmahatha@gmail.com

INTRODUCTION

My name is **Najma Nuhu Hatha** self-motivated, proactive result oriented pursuing bachelor of science in information and communication technology with management (BSc.ICTM) at Mzumbe university. Am ready to learn new things and gain more skills, and also easy and flexible in changes.

PERSONAL INFORMATION

Surname	:	Hatha
Middle name	:	Nuhu
First name	:	Najma
Gender	:	Female
Nationality	:	Tanzanian
Date of birth	:	15/01/2000
Place of birth	:	Morogoro
Religion	:	Muslim
Marital status	:	Married
Language	:	Fluent in both Kiswahili and English

ACADEMIC QUALIFICATIONS

Duration	Institute	Award
2020-2023	Mzumbe University	Bachelor of Science in Information and Communication Technology with Management
2020	Ruvu JKT	Certificate of National According to Law
2018-2020	Mazae Secondary School	Advance Certificate of Secondary Education Examination (ACSEE)
2018	The British School	Certificate In Computer Application Course (three month)
2014-2017	Kihonda Secondary School	Certificate of Secondary School Examination (CSEE)
2007-2013	Upendo Primary School	Certificate of Primary Education Examination

WORKING EXPERIENCE

- Field Practical Study at Tanzania Electric Supply Company (TANESCO) from August 2021- October 2021
- Field Practical Study at Tanzania Ports Authority (TPA) from August- October 2022

DUTIES PERFORMED

- Computer troubleshooting and maintenance
- Preventive maintenance of networking devices
- Connecting of Networking cable

- Pinter sharing and solving problem on printer
- Installation of Operating System
- Hard disk back up

PERSONAL SKILLS

- Computer skills
 - Microsoft office applications (Word, Excel, Publisher, Power point and Access)
 - Good in Computer troubleshooting and maintenance
 - Good in installation of operating system
 - Maintenance of networking devices
- Good in presentation and learning facilitation
- Ability to live and work in any environment
- Hardworking
- Ability to receive new knowledge and work on it
- Ability to inspiring and motivating others
- Ability to work under minimum supervision

HOBBIES

- Reading books
- Interacting and exchanging ideas
- Writing
- Cooking
- Fun with family and friends
- Listening good ideas from others and work on it

PROFESSIONAL REFEREES

- **Mis. Rehema Salehe**
Teacher
Mazae Secondary School
Mpwapwa District- Tanzania
Tel: +255 756 489 829
- **Mr. Robert Shisho**
Teacher
Kihonda Secondary School
Morogoro Region- Tanzania
Tel: +255 715 395 484
- **Mr. Frank Msonge**
Lecturer
Mzumbe University
Morogoro Region- Tanzania
Tel: +255 755 422 199
- **Mr. Khalid Kisanda**
Laboratory Technician
Saratein Hospital
Kilosa District- Tanzania
Tel: +255 654 448 481

DECLARATION

I Najma Nuhu Hatha, declare that the information given above is correct and right.

Date: 8th December 2022.

