**CURRICULUM VITAE**

**PERSONAL INFORMATION**

Name: Bahati Abel Kaaya

Place of birth: Morogoro

Date of Birth: 14/07/1993

Marital status: Single

Gender: Female

Address: P. O. Box 3007, Sua Morogoro

Mobile: 0655 127812/ 0685390066

Email: [brancyk501@yahoo.com](mailto:brancyk501@yahoo.com)

**PROFILE**

Self-motivated, hardworking and committed to results, with excellent interpersonal communication skills. I enjoy meeting challenges and seeing them through. A problem-solver with the ability to adapt well to new situations and able to work independently under challenging environment, team oriented with sound planning and organizational skills. Good working ethics, motivated, passionate and determined.

**EDUCATION BACKGROUND**

|  |  |  |
| --- | --- | --- |
| **Year** | **Name of awarding institute** | **Award** |
| 2014-present | Institute Of Finance Management | Bachelor in Information Technology |
| 2011-2013 | Tanzania Public Service College | Diploma in Information Technology |
| 2010-2011 | Tanzania Public Service College | Basic Certificate in Information Technology |
| 2006-2009 | Ko’siryam secondary school | Certificate of Secondary Education Examination (CSEE) |

**SHORT COURSE**

|  |  |  |
| --- | --- | --- |
| **Year** | **Name of awarding institute** | **Award** |
| Nov 2013- Feb 2014 | Techno Brain | Graphic design |

**WORK EXPERIENCE**

|  |  |  |
| --- | --- | --- |
| **Year** | **Institution** | **Designation** |
|  |  |  |
| 2016 | Field practical at National Audit | IT technician |
| 2012 | Field practical at Tanzania Revenue Authority | IT technician |
| 2011 | Field practical at Sokoine University of Agriculture, Computer center | IT technician |

**LANGUAGES**

|  |  |  |  |
| --- | --- | --- | --- |
| **Language** | **Read** | **Write** | **Understand** |
| English | Good | Good | Good |
| Swahili | Very good | Very good | Very good |

**SKILLS**

Software: Microsoft office, adobe Photoshop, adobe InDesign, adobe illustrator, adobe premiere

**INTEREST AND HOBBIES**

Watching movies, listen to music, swimming, playing games.

**REFEREES**

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| --- | --- | --- | --- |
| Name | Designation | Address | Contact |
| Florentina Mkunde | Community development officer | P. O. Box 23  Liwale  Tanzania | Tel: 0716 458989  E-mail: [mkundecollins@gmail.com](mailto:mkundecollins@gmail.com) |
| Benedict John Malago | Teacher | P. O. Box 67352  Dar es salaam  Tanzania | Tel: 0717 457780  E-mail: [benedictormalago@yahoo.com](mailto:benedictormalago@yahoo.com) |