

# KUBINGWA RAMADHAN OMARY

## Personal Details

✉ Email address : [ramadhanumary@gmail.com](mailto:ramadhanumary@gmail.com)  
☎ Phone number : 0694780430 / 0624831337  
🏠 Address : P.O. Box 10227, Mwanza, Tanzania  
🌐 Nationality : Tanzanian  
📅 Date of Birth : 10<sup>th</sup> January, 1997  
💍 Marital Status : Single  
🗣 Languages : Swahili (Native tongue)  
: English (Reading and Writing skills)



## Professional Summary

Hardworking and dedicated individual looking to improve and utilize personal intellect & professional experience to contribute to organization's noble goals and simultaneously provide excellent service and opportunities for its development and personal growth. I have good interpersonal skills, excellent teamwork, keen and very willing to learn and develop new skills. I have an active and dynamic approach to work and getting things done.

## Career Objective

I look forward to a position that would call for my constant attention & qualification with a view to achieving positive results in a dynamic work environment thus help me enhance my professional skills and relevant experiences.

## Key competence and Skills

- Excellent Interpersonal Skills.
- Excellent Customer Service Skills.
- Exceptional Analytical Skills.
- Good communication skills, both written and verbal.
- Adept with problem-solving and critical thinking.
- Adaptive to Changing Environment.
- Creative, flexible and Self-Motivated.
- Time Management & Team Collaboration.
- Ability to multi-task & attention to detail.
- Able to work in a pressurized environment.

## Work Experience

- **Dec 2021 - Sept 2022** ● **NEBLIX COMPANY**
  - **Position: Accountant**
  - **Duties & Responsibilities:**
    - Trainer in Economist calculating, examining sales and providing finance management knowledge to different individuals
    - Providing knowledge on how to increase sales of the company to the staff.
    - Assisting management in the decision-making process by preparing budgets and financial forecasts.
    - Creating periodic reports, such as balance sheets, profit & loss statements.
    - Supervising the staff on economic statistic graph of the company.
  - **Project Work**
    - Performing audits, resolving discrepancies & computing taxes.
    - Maintaining accurate financial records.
    - Participating on general Neblix company activities.

## Work Experience Cont.

- **Jan 2020 - Mar 2021** ● **TANGANYIKA BUS COMPANY**
  - **Auditor**
  - Preparing Cash-book Accounts, financial statements and all documents related to finance.
  - Cooperating with fellow worker in Books of Account preparation.
  - Diligently keep a systematic check on the company's spending to improve organizational efficiency.
  - Keep a check on processes and regulations, ensuring compliance with financial policies and regulations.
  - Prepare balance sheets and audit statements.
  - Provide a qualitative and quantitative evaluation based on empirical data findings.

## Education Background

- **2017 - 2021** ● **INSTITUTE OF FINANCE MANAGEMENT, DAR ES SALAAM (IFM)**  
Bachelor of Science in Taxation.  
**Courses Covered:**
  - Principles of Accounting.
  - Macroeconomics & Microeconomics.
  - Corporate Finance.
  - Tax Audit & Investigation.
  - Economics of Taxation.
  - Financial Reporting.
- **12<sup>th</sup> June 2017 - 8<sup>th</sup> Sept 2017** ● **JKT TANZANIA. MUJIBU WA SHERIA**
- **2015 - 2017** ● **ALLIANCE BOYS SECONDARY AND HIGH SCHOOL, MWANZA**
- **2011 - 2014** ● **ALLIANCE BOYS SECONDARY SCHOOL, MWANZA.**
- **2005 - 2011** ● **LAKE MEDIUM ENGLISH PRIMARY SCHOOL, MWANZA.**

## Interests & Hobbies

- Learning management skills and leadership skills.
- Surveying and adventure.
- Eager to learn new things.

## Reference

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|--|---|---|
| <b>1. Aman Omary Ramadhan,</b><br>Statistician,<br>Employment Service Unit.<br>P.O. Box 1192, Mwanza<br>Mobile: 0711579529 | <b>2. Munillah Mkula Omary,</b><br>Economist,<br>Export Processing Zone Authority<br>Dar Es Salaam.<br>Mobile: 0620761464 | <b>3. Zamda Amani Abdallah,</b><br>Teacher,<br>Kileleni Primary School<br>P.O. Box 1333, Mwanza<br>Mobile: 0784719920 |
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## Declaration

I, Kubingwa Ramadhan Omary, hereby declare that all the information provided above is true to the best of my knowledge.