

CURRICULUM VITAE

PERSONAL PARTICULARS

Name: Abdulkarim Shabani Hussein
Age: 01/06/1997
Maritalstatus: Single
Sex: Male
Nationality: Tanzanian
National Id Number: 19970601-35108-00002-24



PALTICULA ADDRES/CONTACT

Address: P.o.Box 4256, Dar es salaam.
Mobile Number: +255772 663 906/+255757 519 930
Email: karahabdul1997@gmail.com

LANGUAGE INFORMATION

LANGUAGE	SPEAKING	READING	WRITING
English	Good	Good	Good
Swahili	Very Good	Very Good	Very Good

EDUCATION BACKGROUND

PERIOD	NAME OF UNIVERSITY COLLEGE/SCHOOL	AWARD
2020 - 2023	Moshi Co-operative University	Bachelor degree in Accounting and Finance
2018 - 2020	Moshi Co-operative University	Diploma In Co-operative Management and Accounting
2016 - 2018	Kahororo Boys High School	Advanced Certificate Of Secondary Education (ACSEE)
2012 - 2015	Katoro Islamic Seminary	Certificate Of Secondary Education(CSEE)
2004 - 2010	Mkuyuni Primary School	Certificate Of Primary Education (completed)

PERSONAL ABILITIES

I am a hardworking, honestly with highly professional motivated, fast to cope with environment attentive, general discipline, team working ability initiative and creative, plus outstanding leadership.

WORKING EXPERIENCE AND FIELD TRAINING

WORKING EXPERIENCE AS FIELD TRAINING IN ACCOUNT DEPARTMENT AT SIMBA AFRICAN LIMITED BISCUIT COMPANY IN MWANZA MARCH YEAR 2022.

Dutes

- ❖ Preparation of Daily reports from daily sales and Preparation Of Monthly reports from monthly sales Doing entry of data in Production reports.
- ❖ Daily Data entry for casual labors payments.
- ❖ Examine and arranging of payment vouchers.
- ❖ Preparation of Pettycash and Receiving receipts.
- ❖ To prepare and arrange payment vouchers.
- ❖ Stock checking for reconciliation.
- ❖ Writing ,Receiving and depositing of Bank checks.
- ❖ Preparation of workers and labors payment reports and record keeping for further payments such as NSSF and other government taxes (paye) preparation filereturn to tax authorities (SDL and paye)

My duties in my field training at BUMACO INSURANCE COMPANY in Moshi March 2019

- ❖ Writing ,Receiving and depositing of Bank checks.
- ❖ Receiving and recording of receipts.
- ❖ To provide customer insurance stiker and services
- ❖ Daily Record keeping
- ❖ preparation of weeklly report and present it to supervisor

OTHER COMPETENCIES AND SKILLS

I have Skills and familiarity in computer application and programs as follow

- ❖ Microsoft Excel, Microsoft Word, Microsoft Publisher/Power Point, Database and Internet Usage
- ❖ Accounting software programmes :Quick books, Excel, Tally.
- ❖ Accounting skills.
- ❖ Communication skills, Guidance and counseling skills, Management skills, Decision making skill, leadership skill, creativity, critical thinking, active listen.

MISSION

To improve my skills, creative and work in a teamwork with a result oriented and also to achieve Organization goals and It is my ambition to participate in various community development to improve human life. I intend to contribute by using both my professional and education experience to improve live hood of all human regardless of their race or religion.

HOBBIES

- ❖ Watching and participating in sport especially football.
- ❖ Travelling exploring.
- ❖ watching commed.
- ❖ listening motivation speach.
- ❖ Working with community.
- ❖ Reading business journal, magazine, novels and newspaper.

REFEREES

REFEREE 1

Name: Riziki Said
Company: Moshi Co-operative University
Position: Lecturer
Address: P.o.Box 474 Moshi
Phone: +255 754 241 761
Email: mwimbe40@gmail.com

REFEREE 2

Name: Leonatus Charles
Company: Barrick North Mara Gold Mara mine
Position: Mining Engineer
Address: P.O.BOX 422 , Tarime.
Phone: +255 763 229 839
Email: leonatuscharles12@gmail.com

REFEREE 3

Name: Vivian Thomas Niyegila
Company: East African Foods Ltd
Position: Branch accountant
Address: P.O.BOX 222, Muleba Tanzania
Phone: +255 779 251 538
Email: vivianthomas1697@gmail.com

DECLARATION

I ABDULKARIM SHABANI HUSSEIN declare that the information given above is true and correct to the best of my knowledge.

A. Shabani

ABDULKARIM SHABANI HUSSEIN