**CURRICULUM VITAE:**

**PERSONAL INFORMATION:**

**Name:** James

[James.326598@2freemail.com](mailto:James.326598@2freemail.com)

**CAREER OBJECTIVE:**

I am potential graduate who is seeking a challenging as position where I can effectively contribute my skills and abilities as in Accounting and management, and able to work on own initiative as part of a team and can deal with administrative duties competently.

**EDUCATION BACKGROUND:**

2014 – 2017 Mzumbe University

I pursue Bachelor of Account and Finance up to now

2011 – 2013 Moshi University College Of Cooperative And Business Studies

**Award:** Diploma of Cooperative Management and Accounting

2010 – 2011 Moshi University College Of Cooperative and Business Studies

**Award:** Certificate of Cooperative Management and Accounting.

Upper Second (Honours)

2003 – 2006 Majengo Secondary School ( Ordinary Level)

**MEMBERSHIP:**

Moshi College Student Organization. (MUCSO)

**OTHER TRAINING AND SKILLS:**

International Computing Driving Licence at University of Dar es salaam Computing Center. Basic Concepts of IT, MS Word, MS Excel, MS Access, Ms Power Point, Internet and E-Mail

**WORK EXPIRIENCE:**

**February up to October 2014 >** Working with Audit firm Solan and Sons Company in Moshi. Prepare VAT RETURN, SDL and PAYE, Prepare financial Statement of customers.

**3 September to 19 October 2012**

**Tanzania Revenue Authority KILIMANJARO >** Temporary work in Data System Department; Issuing deposit slip, registration of TIN applicants and processing, posting and analyzing VAT returns, recording motor vehicle licence.

**4 March to 3 April 2013**

**Stanbic Bank** **Moshi Branch>** University Final Year Field, Training on Call Voucher, Strong room money sorting, Tailor Report Reconciliation, Customer Care and Cheque Clearance.

**2010 – 2009 >** Temporary Work with Jambo Concept Company as sales and Advertisement.

**2008 >** Temporary Work with Aman Tuition Center as teacher in English subject.

**COMMUNITY ACTIVITY:**

Participating in new generation Education which was held by the Roman Catholic church to share ideas and help the youth to take steps and other advice on how to stay safe in HIV, AIDS.

**TALENT AND HOBBIES:**

Drawing Pictures, Hard working, Swimming, Watching movies and football matches.

**DECLARATION:**

I James certify that to the best of my knowledge and belief these data correctly describe my Qualification and Experience in short.