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***CURRICULUM VITAE***

***PERSONAL INFORMATION***

***SAMYA***

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| Nationality : Tanzanian  Gender : Female  Marital Status : Single  Religion : Muslim  Date of Birth : 16/May/1993  Visa status : Tourist visa  Language : English  Email Address : [samya.353785@2freemail.com](mailto:samya.353785@2freemail.com)  **CAREER OBJECTIVES**  To increase the amount of shareholders and value to the company and be able to achieve the goal intended by using  resources available, skills and the knowledge I possess. To find a challenging position to meet my competencies,  Know New skills and experience.  **PROFFESSIONAL EXPERIENCE**  **OCT 2015- DEC 2015: APM TERMINALS TZ**  POSITION : INTERN  Assigned to :FINANCE DEPARTMENT/ OPERATIONS DEPARTMENT   * Issuing of wages salary and cheques * Preparation of petty cash book * Bank reconciliation * Preparation of end month finance report * Filling system, Gate-in operations and Gate-out operations * Recording of the in lets and out lets of vehicle   **JULY 2013- SEPT 2013 : THE PEOPLE’S BANK OF ZANZIBAR LIMITED**  POSITION : INTERN  ASSIGNED TO :   * TREASURY DEPARTMENT * BANKING DEPARTMENT * SWIFT DEPARTMENT * CUSTOMER SERVICE   **DEC 2011-JAN 2012 : ZANZIBAR SERENA INN**  POSITION : KIDS CLUB COORDINATOR   * Provide Swahili classes to foreigners in the hotel * Entertain the children * Provide swimming classes and plan for swimming galas * Taking care of the young children when the parents were busy   **SKILLS**   * Team work * Computer * Communication * Leadership * Interpersonal and intergroup   **ACADEMIC QUALIFICATIONS**  **OCT 2013 - JULY 2016 : KAMPALA INTERNATIONAL UNIVERSITY**  BACHELOR IN BUSINESS ADMINISTRATION IN FINANCE AND BANKING  **OCT 2012- JULY 2013 : KAMPALA INTERNATIONAL UNIVERSITY**  CERTIFICATE IN BUSINESS ADMINISTRATION (CBA) COURSE:   * Communication skills * Accounting * Marketing * Management * Entrepreneurship and business planning * Business mathematics * Computer (ICT) * Economics   **FEB 2008- NOV 2011 : STAR OF THE SEA HIGH SCHOOL**  ATTAINED KENYA CERTIFICATE OF SECONDARY EDUCATION (KCSE)   * Class prefect * Chairlady of Kenya girl guide society, international climate change and red cross association * An active member of junior achievement (business club) * A member of music and poetry club and festival   **FEB 2000 - JUNE 2007 : MBHENI GIRLS PRIMARY SCHOOL**  ATTAINED KENYA CERTIFICATE OF PRIMARY EDUCATION (KCPE)   * An assistant head girl * A member of music and poetry club, go green club and red cross association club   **INTERESTS AND ACTIVITIES**   * Reading novels, travelling and exploring, Socializing Volunteering and Swimming.   **REFERENCE**  **UPON REQUEST** |
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