

CARRICULUM VITAE

Geofrey Nhende

P.O Box 41488

Dar es Salaam, Tanzania:

MOBILE: +255745780962/+255788675171

E-MAIL: gnhende2@gmail.com

PERSONAL STATEMENT

An adaptable and responsible graduate with entrepreneurial mind, who is energetic and enthusiastic, enjoys, accepts and encourage challenges in any duty I face, also I put forward the act of achieving organizational and personal goals whenever there is a duty assigned to me. This is because Education, Experience and Environment I live by, made me be one among the best graduate with high and better altitude in life. My aim is to work within my professional career that is Finance though I am ready to work in any relevant field as long it may reflect my career. The opportunity to learn new skills and work with regard to new technologies is particularly attractive to me. As a matured and updated graduate I have other qualities and challenges to bring to the work place such as good team work, organisational skills, efficiency and I am very meticulous, also I will show pride in all works I will do, I will work well under pressure since I like challenges as well learning new things. I possess excellent verbal and written communication skills and am able to relate to a wide range of people. All these skills have been enhanced during all the work experiences and Education I have gained over the years.

PERSONAL PROFILE

DATE OF BIRTH: 7th February 1994
PLACE OF BIRTH: Simiyu, Tanzania.
PLACE OF LIVING: Dar es salaam, Tanzania
NATIONALITY: Tanzanian.
SEX: Male.
MARITAL STATUS: Single.

COMMUNICATION SKILLS

Language	Writing	Speaking	Reading
English	Excellence	Very good	Excellence
Swahili	Excellence	Excellence	Excellence

COMPUTER SKILLS			
Basic	Category	Level	
Computer Application	Microsoft Word	Excellence	
Computer Application	Microsoft Excel	Excellence	
Computer Application	Internet	Excellence	
ACADEMIC QUALIFICATION			
YEAR	PLACE & INSTITUTION	AWARD	
2015 - 2018	Institute of Finance Management (Dar es Salaam)	Bachelor Degree in Accountancy(LOWER SECOND)	
2013 – 2015	Tusiime High School (Dar es Salaam)	Advanced Certificate of Secondary Education Examination [ECA] (ACSEE).(MERIT)	
2009 - 2012	St Mathew’s Secondary School (Pwani)	Ordinary Certificate of Secondary Education Examination (CSEE).(DIVISION TWO)	
2001 - 2008	St Hellen’s Primary School (Mwanza)	Primary School Leaving Certificate.	
POTENTIAL AWARDS			
Year	Award	Place/Institution	
2008	Best student in English subjects(A BOOK).	St Hellen’s Primary School (Mwanza)	
2008	Best student in Mathematics subjects(A BOOK)	St. Hellen’s Primary School ,(Mwanza)	
2015	Hati ya ujenzi wa taifa mujibu wa sheria	Jeshi La Kujenga Taifa Tanzania	
2015	Certificate of Appreciation	Umoja Group (UG)	
PROFESSIONAL EXPIRENCE			
Duties performed	Occupation	Place/Institution	Year
o Analysing and processing accounting transactions o Using automated Accounting System (Tally) for recording transactions, budget and pulling out reports	Voluntier (Field studies)	DRUG CONTROL COMMISSION (DCC) CURRENTLY KNOWN AS DRUG CONTROL AND ENFORCEMENT AUTHORITY (DCEA) PRIME MINISTERS OFFICE	Aug 2016– Nov 2016

o Responsible for maintaining ledger accounts and performing reconciliation of the same

PERSONAL INTEREST

I spend my idle time reading fictions and inspiration novels, watching news bulletins, documentary programs both on Internet and video, writing articles, inspiring youth, dancing and listening music of all kinds.

REFEREES

NAME	PLACE/INSTITUTION	TITLE	ADDRESS/CONTACTSS
DR. EMMANUEL KAZIMOTO(MD)	MINISTRY OF DEFENCE	DOCTOR	P.O.BOX 844 BUKOBA Mob:0753745779 Email:emmakzi10@gmail.com
FRANCIS C. LUBETI	MINISTRY OF HOME AFFAIRS	ICT OFFICER	P.O BOX 2916 DODOMA Mob: 0786133711 Email:francis.lubeti@moha.go.tz
DIDAS M .NZUKI	THE INSTITUTE OF FINANCE MANAGEMENT	HEAD OF ICT INFRASTRUCTURE AND USER SUPPORT DIRECTOR OF COMPUTER SERVICES	P.O.BOX 3918 DAR ES SALAAM Mob; 0755031490 Email: dmnzuki2000@yahoo.com

AFFIRMATION

I, the undersigned GEOFREY NHENDE, declare that all information provided is to the best of my knowledge and true.

20th JANUARY 2020

THE UNITED REPUBLIC OF TANZANIA

CERTIFICATE OF BIRTH

B

No. of entry	Where born	Name if any	Sex	Name and Surname of father	Father's Occupation and residence	Father's Nationality	Name and maiden name of mother	Mother's occupation and residence	Mother's Nationality	Signature, description and residence of informant	Date of Birth	Date of registration	Signature of
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)	(12)	(13)	(14)
L.7/2002	MASWA GOVERNMENT HOSPITAL	GEOPHREY NHEDE EDWARD	MALE	EDWARD KWALU DANIEL	BUSINESSMAN MWANZA MUNICIPAL	TANZANIAN	ESTERIA KULWA ELISHA	BUSINESSWOMAN MWANZA MUNICIPAL	TANZANIAN	AS PER APPLICATION IN WRITING BD 15 DATED 3/5/2002 AND SIGNED BY EDWARD KWALU DANIEL FATHER OF THE CHILD	7/2/1994	19/5/2002	

Certified under the Births and Deaths Registration Ordinance (Cap.108 of the Laws), to be a true copy of an entry in the register for the District ofMASWA.....in Tanzania.

Dated this19th.....day ofMAY.....

Fee Paid Shs. 250/=

REGISTRAR
AN
MASWA

DISTRICT



JAMHURI YA MUUNGANO WA TANZANIA
WIZARA YA ELIMU NA MAFUNZO YA UFUNDI
CHETI CHA KUMALIZA ELIMU YA MSINGI

(Kinachotolewa baada ya kumaliza Elimu ya Msingi)

Huu ni utibitisho kuwa (Jina HERUFI KUBWA) **GEORGE EDWARD**
ambaye namba yake ya kuandikwa ni **0055** alimaliza Elimu ya Msingi
katika shule ya Msingi **ST. HILLEN'S ENGLISH MEDICAL** Halmashauri ya
Wilaya / Mji / Manispaa / Jiji **MWANZA (Jiji)**
Tarehe **13th SEPTEMBER** 2008 Alizaliwa tarehe
na kuwa tabia yake ni ya kuridhisha / si ya kuridhisha.

Sahihi
Mwalimu Mkuu

Jina la Mwalimu Mkuu (HERUFI KUBWA) **MATTHEWS FERUSI** Tarehe **13th SEP 2008**

Kimethibitishwa na Afsaelimu wa Wilaya

Jina Sahihi Tarehe

Kimethibitishwa pia na Afsaelimu wa Mkoa
CITY EDUCATIONAL OFFICER

Jina Sahihi Tarehe

Cheti hiki kimeolewa bifa nyongeza au kufutwaifuwa. Kikiwa na mabadiliko yoyote au kama hakioneshi
mhuri rasmi wa Afsaelimu wa Mkoa, basi ni batili

The National Examinations Council of Tanzania



Certificate of Secondary Education

This is to certify that **GEOFFREY E NHENDE**

Index No. **S1071-0323**

sat for the Certificate of Secondary Education Examination

at **ST. MATTHEW'S SECONDARY SCHOOL**

in **OCTOBER 2012**

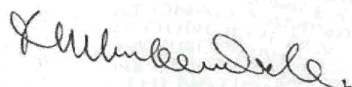
and qualified for the award of a


CERTIFICATE OF SECONDARY EDUCATION

in Division **TWO**

after attaining the following performance:-

Subject	Grade
CIVICS	C (PASS)
HISTORY	D (PASS)
GEOGRAPHY	C (PASS)
KISWAHILI	C (PASS)
ENGLISH LANGUAGE	B (PASS)
LITERATURE IN ENGLISH	D (PASS)
BASIC MATHEMATICS	C (PASS)
COMMERCE	C (PASS)
BOOK KEEPING	C (PASS)


Chairperson


Executive Secretary

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CS12 0072561



The National Examinations Council of Tanzania



Advanced Certificate of Secondary Education

This is to certify that **GEOFFREY E NHENDE**

Index No. **S2499-0865**

sat for the Advanced Certificate of Secondary Education Examination

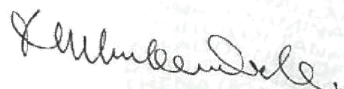
at **TUSIIME SECONDARY SCHOOL**

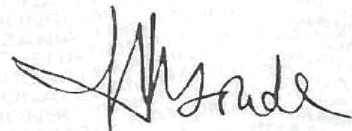
in **MAY** **2015** and qualified for the award of this

CERTIFICATE at **MERIT** level

after attaining the following performance:-

Subject	Grade
GENERAL STUDIES	D (PASS)
BASIC APPLIED MATHEMATICS	D (PASS)
ECONOMICS	B (PASS)
COMMERCE	B (PASS)
ACCOUNTANCY	B+ (PASS)


Chairperson


Executive Secretary

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AC15 0070208



The Institute of Finance Management



Chuo cha Usimamizi wa Fedha

P.O. BOX 3918, Dar es Salaam, Tanzania
Tel: 2112931/4, 02114817, Fax: 2112935
E-mail: recdof@im.ac.tz

ACADEMIC TRANSCRIPT

Student Name: GEOFFREY EDWARD NHEDE
Course Title: BACHELOR OF ACCOUNTING
(Accredited by the National Council for Technical Education)

Date of Birth: 1984-02-07
Gender: MALE

Registration Number: NC/BAC/1573965
Nationality: TANZANIAN

Year Admitted: OCTOBER, 2015
Year Completed: NOVEMBER, 2018
Financial Sponsor: PRIVATE



Year1: Semester I		
CODE	COURSE	GRADE POINTS
AFU07101	PRINCIPLES OF ACCOUNTING	B+
AFU07101	COMMERCE	B
ECU07101	MACROECONOMICS	C
GSU07102	DEVELOPMENT STUDIES	B
GSU07103	BUSINESS LAW	C
MTU07101	BUSINESS MATHEMATICS	B

Year2: Semester I		
CODE	COURSE	GRADE POINTS
AFU07201	CORPORATE FINANCE	C
AFU07201	INTERMEDIATE FINANCIAL ACCOUNTING	B
AFU07205	AUDITING	C
AFU07206	GOVERNMENT ACCOUNTING	B+
AFU07311	PRACTICAL FIELDWORK REPORT	B
AFU07305	COMPUTER APPLICATIONS	B
TAU07305	TAXATION I	C

Year3: Semester I		
CODE	COURSE	GRADE POINTS
AFU08501	ADVANCED FINANCIAL REPORTING I	B
AFU08503	MANAGEMENT ACCOUNTING	C
AFU08504	INTERNATIONAL FINANCE	C
AFU08510	FIELD PRACTICAL WORK	B+
ITU08505	ELECTRONIC BUSINESS	B
MSU	ENTREPRENEURSHIP	C
MSU08501	STRATEGIC MANAGEMENT	C

Year1: Semester II		
CODE	COURSE	GRADE POINTS
AFU07202	INTRODUCTION TO FINANCIAL ACCOUNTING	B
ECU07202	MACRO ECONOMICS	C
GSU07204	BUSINESS COMMUNICATION	C
MTU07205	INTRODUCTION TO COMPUTERS	C
MSU07201	PRINCIPLES OF MANAGEMENT	C
MTU07203	BUSINESS STATISTICS I	C

Year2: Semester II		
CODE	COURSE	GRADE POINTS
AFU07401	FINANCIAL REPORTING	C
AFU07408	COST ACCOUNTING	B
AFU07409	INVESTMENT ANALYSIS AND CAPITAL MARKET	C
MTU07401	RESEARCH METHODOLOGY	B
MTU07401	BUSINESS STATISTICS I	C
TAU07408	TAXATION I	B

Year3: Semester II		
CODE	COURSE	GRADE POINTS
AFU08502	AUDITING AND ASSURANCE SERVICES	B
AFU08502	ADVANCED FINANCIAL ACCOUNTING	C
AFU08503	CONTINGENT ISSUES IN ACCOUNTING	B
AFU08507	PERFORMANCE MANAGEMENT	C
AFU08508	PROJECT MANAGEMENT	C
MSU08503	BUSINESS PLANNING AND INNOVATION	C

OVERALL PERFORMANCE
CUMULATIVE G.P.A: 2.5
CLASSIFICATION: PASS
NOTE: The G.P.A is based on a 5.0 grading system

CERTIFIED AS A TRUE COPY
OF THE ORIGINAL.
The Institute of Finance Management
REGISTRAR
Signature: _____
Date: 01.05.2019

JESHI LA KUJENGA TAIFA



Na. 315077

TANZANIA

Hati ya Ujenzi wa Taifa Mujiibu wa Sheria

Hii ni kuthibitisha kwamba

Namba.....AM: 1572.....Cheo.....SM.....

Jina kamiliGEOFREY EDWARD NHENDE.....

kutoka Wilaya ya.....TEMEKE.....Mkoa wa.....DAR ES SALAAM.....

amelitumikia Taifa katika Jeshi la Kujenga Taifa

Operesheni.....KIKWETE.....

kuanzia tarehe.19 JUNI 2015...hadi tarehe.12 SEPTEMBER 2015 Akiwa

katika kikosi cha.....MSANGE JKT.....Amefanya Mafunzo ya awali
ya Ulinzi na Usalama pamoja na Mafunzo ya awali kuhusu

UZALISHAJI MALI

Uhodari wa Kazi Daraja....."C".....Tabia Daraja "C".....

Tarehe.12 SEPTEMBER 2015..

Makao Makuu
Jeshi La Kujenga Taifa
Sanduku La Posta 1694
DAR ES SALAAM



Muhuga
.....
(RM Muhuga ensp)

Meja Jenerali
Mkuu wa Jeshi La Kujenga Taifa

Certificate of Appreciation

Geofrey Edward

has been awarded



2015 Member of UG Completed form six for university



Keep up the good work!



John Athanas Mlyabope
Chairman UG Dar es salaam


13th December 2015

