

CURRICULUM VITAE

Bernard Tibanyendela Mitoli
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Dar es Salaam

1. Professional Summary

Results-driven Economics of Development graduate with over 5 years of diverse professional experience spanning tax management, customs operations, electoral systems, chicken chicks production management, and community development.

Skilled in stakeholder engagement, governance, and data management with strong ability to adapt across both government and private sector roles.

Demonstrated expertise in project coordination, policy implementation, and economic analysis, complemented by strong leadership and communication skills in both Kiswahili and English.

Seeking to leverage academic background and hands on experience to contribute to organizational growth and community empowerment initiatives.

2. Education

- Bachelor Degree in Economics of Development – Mwalimu Nyerere Memorial Academy (2019)
- Diploma in Community Development – Community Development Training Institute (2016)
- Certificate in Community Development – Community Development Training Institute (2015)
- Basic Technician Certificate in Community Development – Community Development Training Institute (2014)
- CSE (O-Level)– Kashai Secondary School (2012)

3. Professional Experience

- Independent National Electoral Commission – BVR Operator (2025)

Operated biometric voter registration system ensuring accuracy and transparency in the electoral process.

- Huatan Company Ltd – Shamba Manager(2022–2024)

Oversaw chicken chicks production and workforce management.

Ensured compliance with safety, quality, and productivity targets.

- Tanzania Revenue Authority–Tax Management Officer (Internship) (2019–2021)
 - * Supported tax assessments, collection, and compliance monitoring.
 - * Assisted in taxpayer education and enforcement procedures.
- Tanzania Revenue Authority – Customs Officer (Field) (2018)
 - * Assisted in customs clearance processes, tariff application, and compliance checks.
- Bukoba Municipal Council – Community Development Officer (Field) (2014)
 - * Coordinated local community projects and mobilized resources for social development programs.

4. Trainings & Workshops

- * Leadership, Ethics and Governance – Mwalimu Nyerere Memorial Academy (2019)
- * Internship Induction Programme – Institute of Tax Administration (2019)

5. Skills

- *Computer Proficiency: MS Word (Very Good), MS Excel (Good), MS PowerPoint (Good)
- *Languages: Kiswahili (Fluent), English (Good)
- *Core Competencies: Community Mobilization, Tax Management, Electoral Operations, Project Management, Governance, Stakeholder Engagement

6. Referees

- * **Joyce Semkonda** – Tax Management Officer, Tanzania Revenue Authority

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- * **Dr. Philip Daninga** – Lecturer, Mwalimu Nyerere Memorial Academy

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- * **Meshack Kato Mabruk** – Supervisor, Huatan Company Ltd

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