

# CURRICULUM VITAE

## A: PERSONAL INFORMATION

FIRST NAME: EVA  
SURNAME: A  
MIDDLE NAME: GERESON  
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SEX: FEMALE  
NATIONALITY: TANZANIAN  
MARITUA STATUS: SINGLE  
LANGUAGE: ENGLISH and SWAHILI

## B: EDUCATION BACKGROUND

INSTITUTION / SCHOOL	YEAR	AWARD
MOSHI COOPERATIVES UNIVERSITY (MoCU), KILIMANJARO, TANZANIA.	2021 - 2024	BACHELOR OF ACCOUNTING and FINANCE

LOCAL GOVERNMENT TRAINING INSTITUTE (LGTI)	2020 - 2021	ORDINARY DIPLOMA IN LOCAL GOVERNMENT ACCOUNTING AND FINANCE
LOCAL GOVERNMENT TRAINING INSTITUTE (LGTI)	2019 - 2020	TECHNICIAN CERTIFICATE IN LOCAL GOVERNMENT ACCOUNTING AND FINANCE
LOCAL GOVERNMENT TRAINING INSTITUTE (LGTI)	2018 - 2019	BASIC TECHNICIAN CERTIFICATE IN LOCAL GOVERNMENT ACCOUNTING AND FINANCE
MWANZUNGI SECONDARY SCHOOL	2014 - 2017	CERTIFICATE OF SECONDARY EDUCATION EXAMINATION(CSEE)
MWANZUNGI PRIMARY SCHOOL	2007 - 2013	CERTIFICATE OF PRIMARY EDUCATION

## **C: WORK EXPERIENCE**

**Organization:** NATIONAL SOCIAL SECURITY FUND (NSSF) in ARUSHA CITY

(3<sup>rd</sup> march 2023-4<sup>th</sup> April 2023)

**Position:** ACCOUNTING DEPARTMENT:

- Budgeting and cash control,
- cash handling,
- financial reporting and receipts and
- managing inventory.

**Organization:** TANESCO in ARUSHA CITY (9<sup>th</sup> April 2021-21<sup>st</sup> may 2021)

**Position:** ACCOUNTING DEPARTMENT

- Preparations of petty cash voucher,
- preparation of journal entry,
- reviewing all accounting records transactions to ensure correct posting,
- Checking account balance,
- handling daily cash and
- maintaining cashbook.

**Organization:** MUNICIPAL IN ARUSHA CITY (3<sup>rd</sup> December 2018 -31<sup>st</sup> January 2019)

**Position:** SALARIES DEPARTMENT

- Preparations of salary slip,
- preparation of bank statements,
- payroll management and
- record keeping.

**Organization:** NATIONAL MICROFINANCE BAN (NMB) of SINGIDA (3<sup>rd</sup> desember-2017 31<sup>st</sup>January 2018)

**Position:** RECEPTION AND LOAN DEPARTIMENT

- Inquire of balance/account enquiries,
- floor manager,
- preparing bank statements,
- customer service support,
- cash withdraw and loan processing for individual and business,
- customer interaction and • credit analysis.

### **E: RESEARCH and PROJECT**

TITTLE: Challenges facing small and medium enterprises (SMEs) in assessing finance.

OBJECTIVES:

- How Tanzanian environment affect SMEs to assess finance,
- how does the national empowerment policy influence SMEs to assess finance and
- what is the measure should be taken to improve SMEs.

PLACE: MOSHI, KILIMANJARO, TANZANIA (2024)

TITTLE: Factor affecting tax revenue collection in Tanzania.

OBJECTIVES:

- To identify the main resources of revenue available in TRA,
- To investigate the major problem that hinder performance of revenue collection process and
- To suggest the alternative strategies of the increasing the revenue yield at TRA.

PLACE: Tanzania Revenue Authority (Tra). Arusha, Tanzania (2021)

### **D: EXTRA KNOWLEDGE**

- Computer skills,

- Decision and participating skills,
- Problem solving skills,
- Ability to work under pressure,
- Communication skills,
- Reporting writing skills,
- Accounting skills,
- Ability of conducting research,
- Entrepreneurship development,
- Resource management,
- Business management and
- Organizational development.

#### **F: HOBBIES**

- Working hard in order to achieve goals,
- Participating in social activities,
- Reading books and news,
- Travelling and Tours,
- Internet surfing,
- Music,
- Movies and
- Volunteering.

#### **G: REFEREES:**

1. MALAI KENT KAMIL- “MULTI TECH INVESTMENT CO, LTD” COMPANY  
MANAGER  
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3. JACKSON ELIFADHI- “TANESCO”

SENIOR REGINAL HR

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4. ELVIS MASSAWE-“Moshi co-operative university”

ASSISTANT LECTURER-FINANCE

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**H: CERTICATION**

I, am confidence that my combination of experience, skills, and dedication will make a valuable addition to organization according to my knowledge and my beliefs, I understand that any misstatement described herein may lead to be disqualified if engaged.

**Signature**

A handwritten signature in dark ink, appearing to be a stylized 'E' or 'J' followed by a flourish.

**Date of signing:** 2<sup>sd</sup> december 2024