

CURRICULUM VITAE

NAME: ABDALLAH SAID MTINIKA

PERSONAL INFORMATION

Date of birth: 12th September, 1982
Gender: Male
Marital status: Married
Nationality: Tanzanian
Place of Birth: TEMEKE- DAR ES SALAAM
Address: 45351 DSM
Tel: +255 784 174 170/+255 712 936 660
Email: abdallahmtinika@yahoo.com



AREAS OF EXPERTISE/KEY SKILLS AND COMPETENCES

A confident, highly resourceful and reliable Public Administrator with more experiences and with a depth understanding of the Public administration, Strategic Management, Administrative Law, Rational Decision Making and Public Policy Analysis, Solving problem skill and Mediation techniques, Human Resource Management specifically in Recruitment, Performance Management as well as Training and Development .

PERSONAL ATTRIBUTES

- Hard worker and self-motivated, Ability to meet deadlines, result oriented, high level of integrity, attention to details, Innovative, Self Confident and a great team player.

PROFESSIONAL AND WORKING EXPERIENCES

MAYOR OF TEMEKE MUNICIPAL COUNCIL (2020-PRESENT)

Duties and responsibilities

- Save as a chair of the Municipal Development Committee
- Decision making
- Developing and review Municipal Policies
- Community Leadership

FORMER DEPUTY AND ACTING MAYOR OF DAR ES SALAAM CITY COUNCIL

Duties and responsibilities

- Save as a chair of the City Development Committee
- Decision making
- Developing and review City Policies
- Community Leadership

WARD COUNCILLOR-KIBONDEMAJI, TEMEKE-DAR ES SALAAM

Duties and responsibilities

- Save as a chair of the Ward Development Committee
- Decision making
- Developing and review Council Policies
- Community Leadership

PROFESSIONAL AND WORKING EXPERIENCES

CHAIRMAN (SOCIAL,HEALTH AND EDUCATION COMMITTEE) -TEMEKE MUNICIPAL COUNCIL

Duties and responsibilities

- Policy and decision making
- Chair the scheduled meeting
- Review council community policy
- Implement and mobilize policy

CITY COUNCILOR -DAR ES SALAAM CITY COUNCIL

Duties and responsibilities

- Policy and decision making for City Council
- Chair the scheduled meeting for City Council
- Review council community policy
- Implement and mobilize policy

CHAIRMAN DAR ES SALAM REGION, COMMITTEE OF HIV/AIDS & DRUG ABUSE. UVCCM

Duties and responsibilities

- Educate the community regarding to HIV
- Conducting several seminars where needed
- Plan and coordinate the activities as organized

CHAIRMAN UVCCM KIBONDEMAJI WARD -TEMEKE, DAR ES SALAM REGION

Duties and responsibilities

- Lead the youth group of UVCCM

CHAIRMAN OF LASSANA PRE AND PRIMARY SCHOOLS-MBAGALA ZAKHEM, TEMEKE

Duties and responsibilities

- Plan and coordinate Education Curriculum
- Overall in charge in implementing day to day activities

ADDITIONAL WORKING EXPERIENCES AND COMPETENCIES

Duties and responsibilities

- Speaker of Tanzania Youth Parliament (The Youth Parliament Involved youth from all Tanzania regions conducted By Tanzania Parliament at Karimjee Hall Dar es Salaam 2005-2006.
- Represented Youth, Under The Ministry Of Youth Development To the African Development Forum (Adf V) In Adis Ababa Ethiopia. 2006-2007
- Participated In Planning And Leading As a Speaker of Tanzania Youth Parliament at Karimjee Hall 2005-2006.
- Shinyanga Region Youth Representative and Represented The Region to Tanzania Youth Parliament 2005
- General Secretary of Student Government At Shinyanga Commercial Institute (SHYCOM) 2004-2006
- Chairman of Debate Club at Shinyanga Commercial Institute (SHYCOM) 2004 Shycom -2005.
- General Secretary of Student Government At Mbalizi Secondary School - Mbeya 2002-2003

EDUCATION AND PROFESSIONAL QUALIFICATIONS

2015-2018: Bachelor in Public Administration (BAPA) -THE OPEN UNIVERSITY OF TANZANIA.

2004-2006: Advanced Certificate of Secondary School Education Examination (ACSE) - SHYCOM
Ordinary Certificate of secondary school Education Examination (OCSE) - MBALIZI

2000-2003: SECONDARY SCHOOL
Primary Certificate - KYELA PRIMARY SCHOOL

1993-1999:

SEMINARS ATTENDED AND AWARDS

- I participated in the seminar about HIV/AIDS CONDUCTED BY TAYOA at Parliament Office Dar es Salaam, 2005.
- I WORKED for three month in Planning and conducting a project on GENDER AND DEMOCRACY for the SWEDISH IOGT-INTO MOVEMENT DAR ES SALAAM, 2006.

AWARDS

- FIRST WINNER IN THE COUNTRY, I participated in the essay writing competition with the heading "PLOBLEMS WITHIN HOUSE GIRLS EMPLOYMENT" competition sponsored BY KULEANA (THE NGO WHICH DEALS WITH CHILDREN RIGHTS) I was given the prizes at Idara ya habari maelezo, 1999.
- FIRST WINNER IN THE COUNTRY, I participated in the essay writing competition with the heading 'EPUKA MAAFA' competition sponsored by RED GROSS and USAID I was given the prize by Hon; Adam Kimbisa at Sanaa House Dar es Salaam, 2003.
- WINNER in the Swahili poem competition under UWAVITA FOR SECONDARY STUDENT 2003.

COMPUTER SKILLS

-Microsoft applications :Ms Word, Ms Excel, Ms Access, Ms Outlook, Ms PowerPoint and Ms Publisher, Outlook and Internet surfing,

LANGUAGES

Swahili (native) and English.

PERSONAL INTERESTS

- Mobilizing and Organizing.
- Reading books and magazine.
- Travelling.
- Attending conferences and workshop

REFEREES;

Dr. Ibrahim Kabole

Country Director

WATER AID TANZANIA,

P.O.Box 33759

DAR ES SALAAM

Tel: +255 763 200 100

Hassan Mtinika

Procurement Officer

TAN TRADE

Dar es salaam

Tel: +255 716 834 913

