

CURRICULUM VITAE

1. PERSONAL DETAILS

First name Tabitha

Surname Shukran

Sex Female

Marital status Married

Date of birth 8th October 1983

Nationality Tanzanian

Phone: +255 754 720251

Email: shukrantabitha@yahoo.com

2. PERSONAL PROFILE

A highly committed and hardworking teacher, with experience of supporting young children and adults towards achieving their goals through education, while encouraging them to develop their own knowledge and skills. I possess knowledge on current teaching methods and having mastery of subject content and excellent communication skills.

3. ACADEMIC QUALIFICATIONS

INSTITUTION	AWARD	YEAR OF STUDY
University of Dar es Salaam	Master's Degree(MEMA)	2016-2019
University of Dar es salaam	A Bachelor degree BED(ADE) History(Hons)	2005-2008
Nganza Secondary School.	Advanced certificate of Secondary Education	2002-2004
Kigoma Secondary school	Certificate of Secondary Education	1998-2001

Katubuka Primary School	Certificate of Primary Education	1991-1997
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4. WORK EXPERIENCE

- Teaching at Dar es salaam University College of Education (DUCE), from April 2019 to date. **Duties:** Responsible for teaching courses as scheduled by the department, guiding and counseling student teachers at the college, Conducting research in my specialization that is educational administration. Attending and participating in various academic trainings, seminars, conferences etc.
- Teaching at Uhuru Secondary School (Shinyanga Region) since January 2011 to March 2019. Responsible for teaching History and ICT subjects as scheduled by academic officials. **Duties:** Responsible for planning and delivering lessons as scheduled, supervising and monitoring classwork and extra-curricular activities ,marking students assignments and exams. Providing career advice to students, Ensuring effective discipline and proper behavior among students. Implementing school and departmental plans.
- Monitoring and Evaluation Officer at Jane Goodall Institute-Tanzania, from September 2008 to June 2010. Responsible for monitoring activities in most vulnerable children program. Duties; preparing project database as required by donors, timely updating of project database, preparing annual budget for project supervision, preparing quarterly and annually reports for project progression, training village committee (capacity building).
- Temporary Teacher at Arch Bishop Kahurananga Secondary school, from July 2004 to August 2005 teaching History and Civics subjects. Duties; planning and delivering lessons as required, class management as class teacher. Preparing exams, marking class assignment and examination, discipline management among students.

OTHER EXPERIENCES

- Field work at Ujiji municipal council July –September 2006
- Field work at Kigoma Regional office July-September 2007
- History Facilitator in Shinyanga Municipal 2014.
- National ICT facilitator for Secondary school teachers 2015
- Teaching evening classes at Uhuru Secondary Centre 2015-2016

KEY SKILLS AND COMPETENCIES

Ability to demonstrate strong written and verbal communication skills. Capable of working in teams, excellent in classroom management skills, able to provide high quality learning experience for students. Can cope with pressure and work to deadlines. Proven proficiency in Microsoft Office XP, Word, PowerPoint, Excel & internet. Able to work autonomously, under own initiative and pressure. Ability to interface with staffs at all levels.

REFEREES

NAME		CONTACTS
Jasson Rwegasira	Headmaster at Uhuru Secondary school	P.O BOX 573, Shinyanga Mob: +255763441393 Email:jassonrwegasira@gmail.com
Stanley Isaac Manyonyi	Information Technology Officer at Shinyanga municipal	P.O BOX 28, Shinyanga. Mob: +255 767811188. Email:imanyonyi@gmail.com
Salvatory Muhando	Lecturer at Saint Augustine university(SAUT)	P.O BOX 307, Mwanza Mob:+255 763 868454.