

Jamila Mdungi

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SUMMARY

I am youth with strong interpersonal skills, and having fine communication skills. I am flexible and highly motivated graduate with a Bachelor's degree in Geography and environmental studies seeking opportunities to utilize acquired skills and knowledge in relevant industry/field. Eager to contribute positively to a team and achieve organizational mission.

EDUCATION

- **Bachelor of Arts in Geography and Environmental Studies:** at State University of Zanzibar
Graduated in 2020 • **Advance level:** Benbella Girls Secondary School, Graduated in 2017.
- **O level:** at Nyerere Secondary School in 2014

SKILLS & ABILITIES

- Respect and Empathy
- Hard working
- Research assistance
- Friendly with the community engagement
- Problem solving
- Proficient in Microsoft Office
- Data Collection Skills
- Environmental Education
- Excellent team work
- Good communication skills

WORKING EXPERIENCES

Homeschool Teacher | 5 months – current

- Teaching
- Responsible for managing and maintaining school materials and supplies

Reservation Officer | The Zanzibar Holidays|2023 – 2024

- Responding emails
- Bookings
- Customer services

Data Collections

- World Bank project, from State University of Zanzibar at Tunguu October 2019 – August, 2019. Duties:

- Spatial data collection
 - Digitization
 - Data entry in open street map OSM
- a) Data collector intern with the Open Map development Tanzania (OMDTZ) project for data collection of mills at urban west in Unguja, Zanzibar.
 - b) Data collection in school mapping project, which include collecting number of schools with GPS point in Urban west of Unguja 2021 under State university of Zanzibar (SUZA).

Research Assistant | NIRAS COMPANY | 3RD OCT, 2024– 11TH OCT, 2024

- Assisted in various research projects by collecting, adhering to established methodologies and protocols.
- Conducted fieldwork to gather primary data in Unguja and Pemba.

Research Assistant | NIRAS COMPANY | AUG, 2023 – SEP, 2023

- Assisted in various research projects by collecting , adhering to established methodologies and protocols.
- Conducted fieldwork to gather primary data in Unguja and Pemba.
- Collaborated with project teams to contribute insights and recommendations based on collected data, aiding in decision-making processes.

Research Assistant | State University Of Zanzibar With MIT Students

- Field observations and data collection in Unguja and Pemba
- Prepare research plan
- Preparing research interview
- Community engagement
- Report writing.

Research Assistant | Zanzibar Milele Foundation

- I participated in data collection concerning the quality education and family engagement to school
- Important of family engagement to school at the targeted community (parents and students)
- Kobo collect tool for data collection by using Smartphone

Project Assistant | Zanzibar Aquaponics Company | DEC 12/2021 - JUL 05/2022

- Preparing the documents activities
- Coordinated with the project coordinator and project director to plan project tasks
- Selecting participants of the project, interviewing applicants and registration
- Distributed letters, mentorship under the project director's supervision
- Use well developed skills to improve relationship with others.

Environmental Education Officer | Zanzibar Climate Change Alliance | January, 2021 – JULY, 2021

- Facilitating and operating the capacity building to the targeting communities on importance of environmental conservation and climate change impacts
- Creating and utilized lesson plans and teaching materials to enhance classes
- Designed project leading to environmental protection

- Mapping community's awareness related to floods at Zanzibar climate change Alliance to the vulnerable communities
- Environmental cleanup

LANGUAGES:

- English (Fluent)
- Swahili (Native)

COMPUTER SKILLS

- Experience using Microsoft word, excel, Microsoft power point, and internet.

HOBBIES AND INTERESTS

- Travelling, tours, Reading stories, music and movies, projects management, and typing.

REFEREES

Rashid Ali Rashid
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