# VICENT C.

Other ID: 5776

I am a dedicated and results-oriented professional with a Bachelors degree in Food Science and Technology and over two years of experience as a Food Scientist in a manufacturing setting. Currently serving as an Administration Manager at TAN CHOICE LIMITED, I bring a wealth of organizational, managerial, and technical expertise to streamline operations and drive efficiency. My hands-on experience ranges from administrative leadership to technical production management, underscoring my adaptability and commitment to excellence.



Outside of work, I am passionate about personal development and achieving financial growth. With a proactive mindset and a strong foundation in diverse fields, I am ready to tackle new challenges and contribute meaningfully to any team I join.

#### General information

Considering industry Food technology

Type of employment Unskilled worker

Age 26 (1999)

Original nationality Tanzania

EU Citizenship No

### Location of residence

Country of residence Tanzania

City of residence Morogoro

Staying type I have a citizenship

# Work Experience

Work period from 01.12.2022 to

01.10.2023

Land Tanzania

Industry Food technology

Profession Production Manager

Branche Fabrik

Responsibility

As an Assistant Production Manager at TAN CHOICE LIMITED, I supported the production team in achieving operational efficiency and meeting quality standards. My role involved overseeing daily production activities, ensuring adherence to schedules, and maintaining compliance with safety and hygiene protocols. I collaborated closely with the production manager to address challenges, implement process improvements, and monitor resource utilization. Additionally, I assisted in staff training, workflow optimization, and maintaining inventory levels to ensure smooth production operations. My efforts contributed to enhancing productivity and delivering high-quality products aligned with company objectives.

Work period from 01.10.2023 to Present

Land Tanzania

Stilling administration manager

Industry Food technology

Branche Fabrik

Responsibility

As an Administration Manager at TAN CHOICE LIMITED, I oversee and streamline administrative operations to ensure the smooth functioning of the organization. My responsibilities include managing procurement processes, supervising staff, maintaining the Directors House operations, preparing progress reports, and ensuring compliance with company policies. I play a key role in coordinating logistics, including fuel procurement for internal and external transport needs, and facilitate efficient communication between departments. My focus is on optimizing resources, fostering teamwork, and maintaining high standards of productivity and service delivery.

Work period from 01.05.2022 to

01.12.2022

Land Tanzania

Stilling personal assistant to

administration manager

Industry Food technology

Branche Fabrik

Responsibility

As a Personal Assistant to the Administration Manager at TAN CHOICE LIMITED, I provided comprehensive support to ensure the smooth execution of administrative tasks and operations. My responsibilities included managing schedules, organizing meetings, preparing reports, and handling correspondence on behalf of the Administration Manager. I acted as a liaison between departments, ensuring effective communication and coordination. Additionally, I assisted in managing procurement processes, maintaining records, and addressing daily operational needs. My role required exceptional organizational skills, attention to detail, and the ability to handle multiple tasks efficiently, contributing to the overall effectiveness of the administration team.

### Education

Type of education Folkeskolen

Uddannelsesstatus Færdiguddannet

Educational institution WIGAMBA SECONDARY

SCHOOL

Faculty, specialty SCIENCE SUBJECTS

Land Tanzania

Period from 01.01.2012 to

01.11.2012

Beskrivelse

During my O-Level education, I focused on science subjects, including Physics, Chemistry, Biology, and Mathematics. This curriculum provided me with a strong foundation in scientific concepts and problem-solving skills. I developed a keen understanding of the principles governing natural phenomena, analytical thinking through practical experiments, and the application of mathematical techniques to solve real-world challenges. My passion for science was further nurtured through active participation in laboratory work and class projects, which sharpened my critical thinking and curiosity. This education laid the groundwork for my future academic and professional pursuits in science and technology.

Type of education Folkeskolen

Uddannelsesstatus Færdiguddannet

Educational institution SAMORA MACHEL HIGH

SCHOOL

Faculty, specialty CHEMISTRY, BIOLOGY AND

**GEOGRAPHY** 

Land Tanzania

Period from 01.05.2016 to

01.05.2018

Beskrivelse

At Samora Machel High School, I pursued my secondary education specializing in the CBG (Chemistry, Biology, and Geography) combination. This rigorous program provided me with a strong foundation in scientific principles, environmental studies, and analytical skills. Through Chemistry and Biology, I developed an in-depth understanding of scientific processes and their real-world applications, particularly in areas such as health and environmental management. Geography enriched my knowledge of physical and human geography, enhancing my critical thinking and problem-solving abilities. This combination not only prepared me for higher education in Food Science and Technology but also cultivated my discipline and academic curiosity.

Type of education Mellemlang, bachelor

Uddannelsesstatus Ikke gjort færdig

Educational institution SOKOINE UNIVERSITY OF

**AGRICULTURE** 

Faculty, specialty FOOD SCIENCE AND

**TECHNOLOGY** 

Land Tanzania

Period from 01.11.2018 to

01.08.2021

Beskrivelse

During my time studying Food Science and Technology at Sokoine University of Agriculture (SUA), I gained a comprehensive understanding of the scientific and technological principles behind food production, processing, preservation, and quality control. The program provided a strong foundation in chemistry, microbiology, nutrition, and engineering as they apply to food systems. I developed practical skills through hands-on laboratory work, research projects, and field studies, which deepened my knowledge of food safety, product development, and sustainable practices. This rigorous education equipped me with the expertise to address challenges in the food industry and contribute to innovative solutions for improving food quality and safety.

# Sporg

Sprog Engelsk
Niveau Rutineret

## Driver's license



