

CURRICULUM VITAE

PERSONAL DETAILS

Name: Mwendalonge Lusambya
Place and Date of Birth: Maindombe, 1st August 1980
Nationality: Congolese (DRC).
Address: Arusha/Tanzania
Mobile: +255 755 722 893
Religion: Christian
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EDUCATION

Alliance d'Arusha & CNED (France) <i>Professionnalisation en Français Langue Étrangère (FLE)</i> (Proficiency in Teaching French Language as a foreign language)	Arusha, Tanzania 2012-2013
Mzumbe University Master of Science in Entrepreneurship	Morogoro, Tanzania 2008-2010
University of Dar Es Salaam, Faculty of Arts and Social Sciences Bachelor of Arts in Language Studies (Honour)	Dar Es Salaam, Tanzania 2004-2007
University of Dar Es Salaam and Alliance Française Advanced Diploma in French (DALF C1)	Dar Es Salaam, Tanzania 2004-2007

EXPERIENCE

ALLIANCE FRANCO TANZANIEENNE D'ARUSHA

E-learning Coordinator, Translator, Interpreter & French Teacher (Jan. 2014 to date)

Arusha, Tanzania

- Coordinate e-learning department
- Setting action plan for the year
- In charge of translation and interpretation services: delivering proficiency translation and interpretation in French-English-Kiswahili not only at Alliance Française of Arusha.
- Freelancer.
- Trainer of the trainers
- Liaise with international organisation present in Arusha for e-learning purposes.

ALLIANCE FRANCO TANZANIEENNE D'ARUSHA

French e-learning tutor, Translator, Interpreter & French Teacher (Nov. 2011 -2014)

Arusha, Tanzania

- Tutoring e-learning French students in different national and international organisations in Arusha.
- Responding to all e-learning technical problems.

- In charge of translation service: delivering proficiency translation and interpretation in French-English-Kiswahili not only at Alliance Française of Arusha but also at Ahadi Institute in Kigoma, Right to play.
- French teacher at the centre.
- Involved in the organisation advancement by setting up ways and means of students retention.
- Advertising the organisation to other institutions.

ENTREPRENEURSHIP AND DEVELOPMENT INITIATIVE

Secretary (July 2007-2009)

Kigoma, Tanzania

- Provide translation and interpretation services.
- Report writing and Recording all information pertaining to the organisation
- Prepare report to donor agency
- Designed and facilitated seminars/workshops on entrepreneurship, computer skills, project planning and Management, and proposal write up.
- Wrote grant proposals to interested organizations.
- Linked the organisation to other Local and International Organisations.
- Prepared course materials in different topics such as Entrepreneurship, Project Planning and Management, Computer skills, English language, French language, etc.

MZUMBE UNIVERSITY

Researcher (July 2009-November 2010)

Kigoma, Tanzania

- Researched on the Opportunities and Challenges faced by SMEs around Refugees' camp in Tanzania, the case of SMEs in Kasulu District.

CHRISTIAN SOLIDARITY NETWORK (CNS)

Consultant (August 2007)

Kigoma

- Translated the document on HIV Project from French to English.
- Carried out the Need Assessment for CSN HIV Project.
- Wrote an HIV Project Proposal for CSN (Phase I and II)

ALLIANCE FRANÇAISE DE DAR ES SALAAM

Field Work (June 2006)

Dar es Salaam, Tanzania

- Exchanging experience with French students on issues pertaining to French course.
- Exchanging curriculum

BROTHERS OF CHARITY

Intern - Translator (July -August 2005)

Kigoma

- Translated conflict resolution material/syllabus from English to Kiswahili to enable Kiswahili speaking community to participate in conflict and peace building seminars/workshops.

MEMBERSHIP IN PROFESSIONAL SOCIETIES

UDSM FRENCH CLUB

Active Member (2004-2007)

Dar Es Salaam, Tanzania

- Participated in different club activities such as taking part in French exposes and debates.

ALLIANCE FRANÇAISE OF DAR ES SALAAM
Active Member (2004-2007)

Dar Es Salaam, Tanzania

- Pursued French courses and took part in activities such as celebrating of Francophone day, cultural activities from different French speaking countries.

TRAINING AND CONSULTANCY INTERESTS

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| i. Translation and interpretation | vii. Supervisory Skills |
| ii. French, English and Kiswahili languages | viii. Project proposal write up for CBOs |
| iii. Entrepreneurship skills | ix. Venture creation and business management |
| iv. Marketing Management | |
| v. Strategic Business Management | |
| vi. Project Planning and Management | |

STUDY VISITS AND SHORT-TRAINING/WORKSHOPS ATTENDED

Themes of attended seminars and conferences/Workshops include but not limited to the following: Training on creating resources for e-learning students using OPALE, Learningapps softwares and putting online created resources (*Créer des ressources d'apprentissage numériques avec un outil auteur*) (2013). Training on French E-learning (*Formation au Français à Distance: Ingénierie de la formation, FOAD*) in Arusha (2011), Pedagogical Teacher's training programme on the teaching of French Language, Arusha (2010), DELF/DALF Exam workshop at Alliance Franco Tanzanienne d'Arusha (2011), French Teacher Pedagogical Training at Alliance Franco Tanzanienne d'Arusha (2011), Conflict Resolution and Peace Building held in Dar es Salaam (2010), Accounting Packages (ACCPAC) workshop held at Kempinski in Dar es Salaam (2009), Forever Living Products held at Quality Plaza in Dar es Salaam (2008), Project Proposal Write up facilitated by University of Dar es Salaam Entrepreneurship Centre (UDEEC) and Relief to Development Society (REDESOC) (2007), Entrepreneurship Awareness (UDSM) (2007), Study Tour at Bagamoyo (Historical Sites) in Coastal Region/Tanzania (2006).

ADDITIONAL SKILLS

COMPUTER SKILLS

MS Word, MS Excel, MS Access, MS PowerPoint, Statistical Package for Social Scientists (SPSS), Publisher, Internet Explorer, Tell me more online platform, Moodle, OPALE, Fluency (notion), etc.

AWARDS

- Best student that Thesis scored the Highest marks in MSc Entrepreneurship Programme (2010) (Mzumbe University).

PUBLICATIONS

- Opportunities and Challenges faced by SMEs around Refugees' Camp in Tanzania (2010)

PERSONAL QUALITIES

- Adaptable to new working situation
- Committed to work/job assigned
- Hard working
- Able to work in difficult environment when provided with necessary equipments
- Able to work under pressure with minimum supervision.
- Innovative and creative traits
- Quick learner and able to transfer knowledge
- Analytical skills
- Cooperative and able to work in team
- Ability to work with numbers.

LANGUAGE SKILLS

	Speaking	Reading	Writing
English	Excellent	Excellent	Excellent
French	Excellent	Excellent	Excellent
Kiswahili	Excellent	Excellent	Excellent

HOBBIES

Listening to music, Reading, Chatting and Singing

REFERENCES

Mr. Musambya MUTAMBALA

Research Fellow, Science Technology and Innovation Policy Research Organisation (STIPRO)

E-mail: musambya@gmail.com, Mobile: +255 755 722 890

Gaëlle LAPOSTOLLE

Former Director,

Alliance Franco Tanzanienne of Arusha

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DECLARATION

I, **Mwendalonge Lusambya**, declare that the information contained in this CV is true to the best of my knowledge and that I am willing to supply further references with regard to the information.

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Mwendalonge Lusambya