Web: www.workvisaitaly.com
Email: admin@workvisaitaly.com



Tanzania, United Republic of

Mrs. ENOCK TEMU

PERSONAL DETAILS

Reference No.	CV-IT-867132-26
Country of Residence	Tanzania, United Republic of
Surname	TEMU
Given Name	ENOCK
Date of Birth	Sunday, 15 Apr 1973
Gender	Female
Marital Status	Married
Religion	Christian

PASSPORT DETAILS

Passport Number	
Nationality	Tanzania, United Republic of
Date Of Issue	Friday, 12 Apr 2024
Date Of Expiry	Tuesday, 11 Apr 2034
Place Of Issue	DAR ES SALAAM, TANZA

PHYSICAL INFORMATION

Height	5 feet
Weight	75
No, I Don't have any physical disability or serious illness.	
No, I Don't have any scars, marks or tattoos.	

EDUCATION INFORMATION

Highest Level of Education	Higher Secondary
School/College/University Name	Bishop Moshi secondary School
Passing Year	1989

PROFESSIONAL QUALIFICATIONS

Institute Name	Institute of Information
Course Title	Diploma in secretarial Studies
Passing Year	1999

LANGUAGES INFORMATION

Languages	**Speaking**	**Writeing**	**Understanding**
English	Well	Well	Well
swahili	Excellent	Excellent	Excellent

EMPLOYMENT HISTORY

Year Of Exprience	20 Years of Exp

Background	I am an experienced and hardworking professional with over 20 years of experience in administation, office support, cleaning, hospitality, and document preparation. I am good at organizing work, typing, data entry, customer service and keeping workplaces clean and organized. At present, i am working in cleaning and support services while looking for suitable employment opportunities in Italy.
Latest Company	ELECTRIPLAN (T) LTD AND SUNSET SECRETARIALS SERVICES
Telephone No	+255 784781577
Address	P.O.BOX 23437, DAR ES SALAAM, TANZANIA
Date Of Join	2000-10-01
Last date at Job	

EXPERIENCE CERTIFICATIONS

Certifications
DIPLOMA IN SECRETARIAL STUDIES
Secretaries & PAs in the Management Today

NOTA:-

Siamo Galaxy Seven Italy, società di reclutamento approvata dal governo dei Paesi Bassi e dell'Italia. Siamo stati nominati consulenti delle risorse umane per il richiedente di cui sopra. Il candidato (CV) di cui sopra è il nostro candidato registrato e riconosciuto, pertanto te lo assicuriamo, il richiedente sarà educato, sobrio e gentile. Dopo aver ricevuto l'approvazione del permesso di lavoro da parte del governo italiano, la nostra azienda aiuterà il richiedente a predisporre i documenti necessari per affrontare l'Ambasciata italiana nel Paese del richiedente per elaborare il visto. Dopo il rilascio del visto, la nostra azienda assisterà il richiedente offrendo alcuni corsi di formazione HSE e di primo soccorso di base ma molto importanti. Noi Galaxy Seven Italy forniremo al richiedente una conoscenza adeguata dell'etica/comportamento del lavoro e della LEGGE italiana. Il nostro rappresentante dell'ufficio sarà sempre raggiungibile presso la nostra sede in Italia con supporto online 24 ore su 24 per rispondere al datore di lavoro (Azienda) del richiedente per assistere l'intero processo. Il nostro intero servizio è una pratica di reclutamento etica. Non addebitiamo denaro/commissioni al richiedente VISTO o LAVORO in ITALIA.

NOTE:-

We are Galaxy Seven Italy, Government approved recruitment company of the Netherlands and Italy. We have been appointed as HR consultant for the above applicant. The above (CV) applicant is our registered and recognized candidate, we would therefore be assuring you that, the applicant will be well mannered, sober, and gentle. After receiving the work permit approval from Italy Government, our company would assist the applicant to arrange the necessary documents to face the Italian Embassy at the Country of applicant to process the visa. After issuance of visa, our company would assist the applicant by giving some basic but very important HSE and First aid training courses. We Galaxy Seven Italy would provide proper knowledge to the applicant about work ethics / behavior and LAW of Italy. Our office representative would be at all-time accessible at our Italy office with 24 hours online support to reply to the employer (Company) of the applicant to assist the entire process. Our entire service is an ethical recruitment practice. We do not charge any money / fees from applicant for VISA or JOB in ITALY.

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