

## **CURRICULUM VITAE**

### **GABRIEL EMMANUEL NANGAWE**

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#### **PERSONAL DETAILS:**

**Date of Birth** : 27th August, 1992.  
**Gender** : Male.  
**Religion** : Christian.  
**Nationality** : Tanzanian.  
**Marital Status** : Single.  
**Language** : Fluent speaking, reading and writing English and Kiswahili

#### **EDUCATION BACKGROUND:**

<b>UNIVERSITY OF DAR ES SALAAM</b>	October 2012 up to July 2015	<b>BSc. In Actuarial Sciences</b> Actuarial Mathematics, Risk Theory and Management, Basics of pension Mathematics, Investment Analysis, statistical inference, Financial Principals and Management, Fundamental principles of macroeconomics, Life contingents , Accounts <b>Overall GPA 4.0</b>
<b>MINAKI HIGH SCHOOL</b>	April, 2010 up to February, 2012.	Awarded Advanced Certificate of Secondary Examination ( <b>ACSEE</b> ) with <b>Division 1 point 6</b>  Advanced Mathematics - <b>A</b> Geography - <b>B</b> Economics - <b>C</b>

<b>MOSHI TECHNICAL SECONDARY SCHOOL</b>	January, 2006 up to October, 2009.	<p>Awarded Certificate of Secondary Education Examination (<b>CSEE</b>) with <b>Division 1 point 13</b></p> <p> Basic Mathematics - <b>A</b>  Engineering Science - <b>A</b>  Chemistry - <b>B</b>  Electrical Engineering Science - <b>B</b>  Electrical Installation - <b>B</b>  Electrical Draughting - <b>B</b>  Geography - <b>C</b> </p>
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### WORKING EXPERIENCE AND INTERNSHIP:

<b>THE HERITAGE INSURANCE CO. TANZANIA (LTD)</b>	December, 2015 up to date	<ul style="list-style-type: none"> <li>➤ Follow up on premium payments for all internal credit business</li> <li>➤ Allocation of premium received both directly and through broker.</li> <li>➤ Premium confirmation of claims and assisting in signing claim file if paid or not paid.</li> <li>➤ Assist invoices to customers that place business with heritage so as to pay premium.</li> <li>➤ Reconciliation with brokers so as to be on the same page for all credit business given.</li> <li>➤ Preparing VAT on commission invoices to claim from TRA monthly basis.</li> <li>➤ Preparing reports showing how business moving from month to month and each quarter a year.</li> <li>➤ Preparing outstanding report every month and</li> </ul>
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		<p>send them to every broker so as to pay premiums.</p> <ul style="list-style-type: none"> <li>➤ Updating broker for all clients paid directly to Heritage</li> </ul>
<b>ALLIANCE LIFE ASSURANCE CO. TANZANIA (LTD)</b>	August, 2015 up to December, 2015	<ul style="list-style-type: none"> <li>➤ Quotes preparation for life assurance benefits for all companies' employees assured with Alliance.</li> <li>➤ Preparing policies for both companies and individuals who agreed life assurance with Alliance.</li> <li>➤ Adjusting proper rate of premium to be charged to client in each benefit required.</li> <li>➤ Preparing Pro-rata premium to charge and Pro-rata premium to refund in case of portion year cover of assurance to both company and individual.</li> <li>➤ Updating premium register of the company for new clients to be assured.</li> </ul>
<b>THE HERITAGE INSURANCE CO. TANZANIA (LTD)</b>	July, 2014 up to September, 2014.	<ul style="list-style-type: none"> <li>➤ Analysis of financial data base and preparing summary on each reinsurance data base.</li> <li>➤ Review reports of Insurance company rating.</li> <li>➤ Analysis of facultative claims in both local and international re-Insurance both in TZS and USD.</li> <li>➤ Inspecting and keeping record of important documents of a policy holder.</li> <li>➤ Advising clients to choose</li> </ul>

		the best type of Insurance cover aiming to minimize risk from policy holder and maximizing premium to the company.
<b>NATIONAL HEALTH INSURANCE FUND</b>	June, 2013 up to October, 2013.	<ul style="list-style-type: none"> <li>➤ Advocacy/ Marketing</li> <li>➤ Collection of contribution</li> <li>➤ Follow up arrears.</li> <li>➤ Update Contribution database of employers.</li> <li>➤ Registration of new employers.</li> <li>➤ Inspection (Retired, New employer and twice contribution)</li> <li>➤ Management of NHIF 1-form</li> <li>➤ Management of ID's</li> <li>➤ Collection of ID's retired and dead.</li> </ul>

## OTHER SKILLS:

### ❖ Computer Skills:

- MS word,
- Advanced MS Excel,  
(Awarded Certificate for Advanced Excel from Techno Brain Company)
- MS Power Point,
- MS Publisher,
- C++

### ❖ Maintenance in electrical appliance and computer.

### ❖ Leadership skills:

- Preparation of events, Actuarial Advisory 2014/2015.

## HOBBIES:

- ❖ Travelling (adventures )
- ❖ Listening Music, Watching movies, Reading magazine.

**REFEREES:**

<b>Prof. C.Z. Kimambo</b>	<b>Deputy Vice Chancellor –</b> University of Dar es Salaam	<b>Mob:</b> +255 754 281 680 <b>E-mail:</b> kimambo@udsm.ac.tz
<b>Mr. David Kasira</b>	<b>Treasury Dealer –</b> Bank of Africa Tanzania (BOA)	<b>Mob:</b> +255 684 628 262 <b>E-mail:</b> david.kasira@boatanzania.com
<b>Mr. Julius Kanyomoza</b>	<b>Underwriting Manager -</b> UAP Insurance Co. Tanzania (LTD)	<b>Tel:</b> +255 222 664 204 <b>Mob:</b> +255 782 262 305 <b>E-mail:</b> julius@heritagetanzania.com