

JOSEPH KATO

P.O.BOX, 1042 DAR ES SALAAM-TANZANIA

PHONE NUMBER: +255753261952,+255686627853

E-MAIL:katokashura2017@gmail.com, kato2joseph@yahoo.com

PERSONAL DETAILS:

Gender: Male
Marital status: Single
Language: English and Kiswahili
Nationality: Tanzanian

PROFILE:

Joseph Kato, an open-minded and self-directed person with professional experience in Public Relations, Sales and Marketing, Customer service and Customer Retention plus proven ability to assist customers with the well informed selection of suitable products and services in maximizing organization value. Equipped with work values of Quality delivery, honesty, accountability, making a difference and attention to detail. Embraced with knowledge experience in banking industry from Microfinance Company (Platinum Credit Limited Tanzania), Mobile Telecommunication Company, Solar Industry and the Fast Moving Consumer Goods (FMCGs).

EXPERIENCE:

2015 – 2016

I worked as an Area Supervisor at Millicom International Cellular (Tigo-Mwanza). As a supervisor, I performed these roles but not limited to:

Education: Involves delivering of new products launched by the company as well as ensuring the individual attending the POS (Point of Sale) has basic knowledge to perform duties.

Market Intelligence: Checking business micro dynamics of the area for instance monitoring competition activities, recording and reporting relevant information that will be useful in management decision making.

Market Development: Includes POS registration, POS sales and interested status on various products. Providing information for existing POS on whether they are selling any of the company products.

Administrative duties: Ensuring proper filling and filing of reports and paper work. Providing of accurate data and this data should be presented as instructed.

2016 - 2017

I worked at Nyanza Bottling Company Limited (Coca-Cola) as an Area Sales Executive. As an Area Sales Executive I performed these roles but not limited to:

Effective Management of agents or stockiest: Through monitoring their performance, order follow up and collections. Creation of more competitive agents or stockiest plus attending consumer complaints of agents or stockiest.

Brand availability: Ensuring availability of all brands and packs in the markets to drive sales volume. Enhanced through ensuring route coverage and proper loading of route sales truck.

Monitoring and Control of route sales truck and salesman or saleslady. Through ensuring timely departure and return of route sales trucks plus seeking alternatives in the event of breakdown of the truck. Planning routes and their visit frequency to ensure adequate coverage of the given marketing. Training and motivating the route salesman or loader or driver to perform better. Still in absence of route salesman, I take hold of riding route sales truck.

Ensuring RED execution: Through ensuring proper availability, visibility and proper use of company assets (coolers). Enhanced through proper use of NBCL promotional materials, assets loaned to the outlet and cooler merchandisation.

Market intelligence. Through reporting competitor activities promptly with action plan to counter the move, submitting weekly and monthly reports and suggesting better ways on how to achieve daily, weekly and monthly sales targets.

Market Development: Through opening new outlets, converting double dealers to VIP outlets, maintaining the existing VIP outlets, attending consumer complaints of agents or stockiest plus organizing special events and making sure procedures are followed.

2018 - 2022

I worked at Simusolar Inc.(Simusolar Limited Tanzania) as a Field Sales Officer Coastal Zone, Dar es salaam and Central zone. As an Officer I performed these roles but not limited to:

- Helping management in forthcoming products and discussing on special promotions.
- Providing accurate feedback on future buying trends to the sales department.
- Act as a bridge between the company and its current market and future markets.
- Recording Sales and order information and reporting the same to the sales department.
- Reviewing own sales performance and aiming at exceeding sales targets.
- Maintaining and developing good relationship with customers through personal contacts, meetings or via telephone.

- Following procedures for signing out stock from inventory and assume responsibility for all stock removed.
- Carefully select quality customers for the company and maintaining good portfolio

EDUCATION

YEAR	AWARDS	PROGRAMME	INSTITUTION/SCHOOL
2011 – 2014	Bachelor Degree Certificate	Bachelor Degree Certificate of Arts in Public Relations and Marketing at Saint Augustine University of Tanzania.	Saint Augustine University of Tanzania.
2009 – 2011	Advanced Certificate of Secondary Education Examination (ACSEE)		Tabora boys
28 th March 2011 to 29 th April 2011	Certificate in Basic Computer Applications	MS Word, MS Excel, MS Access, Internet & Email.	Open University of Tanzania
2005 – 2008	Certificate of Secondary Education Examination (CSEE)		Taqwa
1998 – 2004	Certificate of Primary Education		Bright Grammar

WORKING ACHIEVEMENTS AND AWARDS:

Simusolar 2019 Recognition of Excellence Certificate award for Top sales performance Central Zone with Quality Portfolio.

PERSONAL DEVELOPMENT AND PROFESSIONAL TRAINING

JULY 2013

Attended a field work training at Tanzania Breweries Limited and Mwanza Municipal Council. The themes were about: Corporate Social Responsibility, Marketing operation and communication, Public Relations.

MAY 2018

Attended a two days Training at Simusolar Tanzania Limited. The main themes were on: Knowledge about Solar Water pumps and installation (Surface and submersible solar water pumps), Knowledge about Solar Fishing Lights and its operation.

NOVEMBER 2019

Attended one month training at Tulima Solar Uganda. Hence in collaboration with the Launch Director and Head of Commercial for Tulima Solar, I participated in the following roles:

- Recruitment process of sales officers(in class assessments and field assessments for sales officers to be)

- Theoretical and practical presentation to sales officers to understand more of product knowledge

SKILLS

- Computer skills: Microsoft word, Excel, Power Point, Access, Internet and email.
- Customer Relations Management (CRM), Dealer Management, Strategic planning and presentation, Key account development, Customer Retention skills, Social Media marketing.
- Other applications: sales app, Vtiger access

AREAS OF EXPERTISE

Sales and marketing, Training, Customer relations and Management, Team management, Pitching Strategies, Performance management and evaluation.

STRENGTHS

I become strong whenever I meet deadline for my overall target and that my target is completed as I expected. Hardworking, good listener plus discipline oriented is also my strength.

WEAKNESS

I become weak whenever my overall target is not met on deadline.

CAREER GOALS

High performance to foster organizational goals, Boost professional knowledge through professional training, Keep up with new technology and deploy information to boost efficiency, Increase personal performance metrics and further organizational objectives.

AREAS OF SPECIAL INTERESTS

Attending Seminars, Trainings and workshops plus Volunteering of any kind.

HOBBIES

Reading Novels: My favourite Literatures are Things Fall Apart by Chinua Achebe, This Time Tomorrow by Ngugi Wathiongo, and Three Suitors One Husband by Oyono Mbia.

MY PHILOSOPHY

"Service is not about what we want to give. It's about what the other person wants to receive."
Bryan K. Williams

DECLARATION

I, Joseph Kato

Hereby declare that this Curriculum Vitae (CV) describes my current qualifications, experiences and skills correctly to the best of my knowledge.

Signature:



REFEREES

1. FRANSISCO DIDAS KAPIPI

ZONAL SALES MANAGER-SIMUSOLAR INC.

CONTACTS:+255716139656

Fransi.mpya@gmail.com

2. JOHN TUNGARAZA:

CURRENT POSITION:ZONAL SALES MANAGER- MULTICHOICE TANZANIA

FORMER POSITION:NATIONAL SALES MANAGER-SIMUSOLAR INC.

CONTACTS: +255713123998

jtungaraza@yahoo.co.uk

3. DEOGRATIAS ISHENDA:

CURRENT POSITION:CHANNEL MANAGER-NMB BANK PLC TANZANIA

FORMER POSITION:MFS MICROPAYMENT CORDINATOR-MILLICOM(TIGO)

CONTACTS: +255 755820028.

deoishenda1@gmail.com

