

## CURRICULUM VITAE

### 1. PERSONAL HISTORY

Surname	Mgalula
Other Names	John Kulwa
Date of birth	08 June, 1968
Place of Birth	Sikonge District, Tabora Region
Nationality	Tanzanian
Marital Status	Married
Sex	Male
Languages Proficiency	English and Swahili
Contact Address	Morogoro Municipal Council. P. O. Box 166 <b>MOROGORO, TANZANIA</b>
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## 2. ACADEMIC QUALIFICATIONS

INSTITUTION	YEAR OF STUDY	AWARD
University of Bradford, The UK	November 2011- November 2012	MSc Economics and Finance for Development
University of Strathclyde, The UK	September 2007 – September 2008	Post Graduate Diploma in Economic Policy and Management
University of Dar es Salaam	September 1994 – May 1998	Bachelor of Arts (Economics)
Minaki High School	July 1990 – May 1992	Advanced Certificate of Secondary School Leaving
Bihawana Secondary School	January 1986 – November 1989	Ordinary Certificate of Secondary School Leaving
Matale Primary School	January 1979 – September 1985	Primary School Leaving Certificate

### 3. CAPACITY BUILDING TRAINING

INSTITUTION	TOPIC COVERED	YEAR OF STUDY	AWARD
JKT Burombola Camp- KIGOMA TANZANIA	National Service Attendance	15 <sup>th</sup> June 1992- 14 <sup>th</sup> June 1993	Certificate of attendance
University of Dar es Salaam- DAR ES SALAAM, TANZANIA	Basic Computer course on Microsoft word, Excel	8 <sup>th</sup> December 1997-23 <sup>rd</sup> January 1998	Certificate of attendance
Eastern and Southern African Management Institute (ESAMI) – ACCRA, GHANA	Best Practices in Public Expenditure Management Programme	4 <sup>th</sup> July 2005-29 <sup>th</sup> July 2005	Certificate of attendance
Harvard Graduate School of Education – MACHESSUCHETS, THE USA	International Seminar for Educational Leaders: Improving Quality in Education Systems	11 <sup>th</sup> June 2006- 30 <sup>th</sup> June 2006	Certificate of attendance
Transafrican Management Institute – DAR ES SALAAM, TANZANIA	Program Monitoring and Evaluation for Program/Project Managers	19 <sup>th</sup> July 2007- 28 <sup>th</sup> July 2007	Certificate of attendance
Management for Development Foundation (MDF)- BAGAMOYO, TANZANIA	Managing Sector Wide Approach Programs	25 <sup>th</sup> November 2003	Certificate of attendance
National Institute of Educational Planning and Administration NEW DELHI, INDIA	International Diploma in Educational Planning and Administration	1 <sup>st</sup> February 2003- 31 <sup>st</sup> July 2003	International Diploma in Educational Planning and Administration
WorldAhead Consulting Network – DAR ES SALAAM, TANZANIA	Report writing Skills Program- Based on the National Strategy for Growth and Reduction of Poverty	18 <sup>th</sup> September 2006- 20 <sup>th</sup> September 2006	Certificate of attendance

	(NSGRP) reporting Software (RIMKU)		
African Continent for Management and Development Training – MBABANE, SWAZILAND	Project Monitoring Evaluation and Reporting	30 <sup>th</sup> November 2009- 24 <sup>th</sup> November 2009	Certificate of attendance
Tanzania Public Service College (TPSC) DAR ES SALAAM, TANZANIA	Induction course on Public Services	8 <sup>th</sup> February 2010- 12 <sup>th</sup> February 2010	Certificate of attendance
Transafrican Management Institute – HQ KAMPALA UGANDA	Developing High Performance Teams	12 <sup>th</sup> September 2010 – 25 <sup>th</sup> September 2010	Certificate of attendance
African Capacity Development & Research Institute (ACADRI) KAMPALA UGANDA	Effective Learning and Techniques of Managing Public/Company Funds	1 <sup>st</sup> October, 2012 – 14 <sup>th</sup> October 2012	Certificate of attendance
Eastern and Southern African Management Institute (ESAMI) – ARUSHA TANZANIA	Budget and Budgetary Control	12 <sup>th</sup> -25 <sup>th</sup> November 2012.	Certificate of attendance
Eastern and Southern African Management Institute (ESAMI) – CAPE TOWN, SOUTH AFRICA	Balanced Scorecard Boot Camp	7 <sup>th</sup> – 18 <sup>th</sup> October 2013	Certificate of attendance
SETYM International – Kuala Lumpur Malaysia	Result Based Management and Performance Indicator	2 <sup>nd</sup> – 13 <sup>th</sup> December 2013	Certificate of attendance
Eastern and Southern African Management Institute (ESAMI) – ARUSHA TANZANIA	Performance Improvement for Local Government Authorities in Tanzania	06 <sup>th</sup> – 10 <sup>th</sup> October, 2014	Certificate of attendance

#### **4. WORKING EXPERIENCE**

##### **Municipal Director**

##### **Morogoro Municipal Council**

**07 July to date**

As the Municipal Director of a Council my responsibilities are

- To advise the council on the compliance with national policies to meet different stakeholder's needs.
- To advise the council on legal matters including by laws and standing regulations approved by District council general assembly.
- To receive and put into operation the District council's general assembly statutes and agreement.
- To prepare and present the District annual plan and development budget as well as implementation progress report to relevant authority.
- To initiate and build up satisfactory laws and regulations that will ensure that rights of district council's tax payers are protected.
- To coordinate scheduling of the district council priorities, to ensure proper allocation of disbursed fund.
- To conduct maximum District council human resource management
- To ensure the existence of a formal and satisfactory system of financial administration and securing compliance with the prescribed financial procedures by operating departments.
- To direct the work of the Internal Audit section, receiving their reports and after consultation with relevant head of departments, ensuring recommendations are acted upon and submitted to relevant authorities.
- For overall management of Council's expenditures, revenues, and all assets and liabilities by ensuring compliance of all statutory guidelines for the financial Management of Council affairs.

- For responding to queries within given deadlines from the Office of the Controller and Auditor General, the Local Authority Account Committee (LAAC) and the Minister.
- For been the Secretary for the finance Committee and making sure that councilors are kept time after time informed of the financial affairs of the Council.
- To Make sure that computer system operates and Keeping under good functioning all assets and other property of the Council.
- To keep on in touch to procurement functions and procedures as exclusively shown in Public Procurement Act and its

**District Executive Director (DED),**

**Ngorongoro District Council -Arusha Region**

**15<sup>th</sup> April 2014 to 06<sup>th</sup> July 2016**

As the Director of a Council my responsibilities are:

- To advice the council on the compliance with national policies to meet different stakeholder's needs.
- To advice the council on legal matters including by laws and standing regulations approved by District council general assembly.
- To receive and put into operation the District council's general assembly statutes and agreement.
- To prepare and present the District annual plan and development budget as well as implementation progress report to relevant authority.
- To initiate and build up satisfactory laws and regulations that will ensure that rights of district council's tax payers are protected.
- To coordinate scheduling of the district council priorities, to ensure proper allocation of disbursed fund.

- To conduct maximum District council human resource management
- To ensure the existence of a formal and satisfactory system of financial administration and securing compliance with the prescribed financial procedures by operating departments.
- To direct the work of the Internal Audit section, receiving their reports and after consultation with relevant head of departments, ensuring recommendations are acted upon and submitted to relevant authorities.
- For overall management of Council's expenditures, revenues, and all assets and liabilities by ensuring compliance of all statutory guidelines for the financial Management of Council affairs.
- For responding to queries within given deadlines from the Office of the Controller and Auditor General, the Local Authority Account Committee (LAAC) and the Minister.
- For been the Secretary for the finance Committee and making sure that councilors are kept time after time informed of the financial affairs of the Council.
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- To keep on in touch to procurement functions and procedures as exclusively shown in Public Procurement Act and its related

**Principal Economist – Judiciary of Tanzania**

**1<sup>st</sup> June 2013 to 14<sup>th</sup> April, 2014**

- To prepare Medium Term Expenditure Framework for the Judiciary of Tanzania
- To prepare, coordinate, monitor and evaluate projects and programmes for the Judiciary of Tanzania

- To prepare Action Plans and Cash flow plan for the Judiciary of Tanzania
- Progress reporting for the Judiciary of Tanzania
- To prepare Strategic Plan for the Judiciary of Tanzania
- To provide development advice based on the application of economic principles and knowledge.
- To coordinate and monitor planning process for Socio Economic development through facilitating and involving range of development stakeholders in the process.
- For institution data management through data collection, data storage, interpretation of data for development project feasibility study, planning and evaluation.
- To identify the potential sources of resources and to coordinate, monitor and to analyze the efficiency of scarce resources and the performance of the district council with a view to advice the Chief Court Administrator on investment.
- To coordinate Judiciary`s Development planning and annual budget preparation process for development and social service delivery.
- To prepare Quarterly, semiannual and annual development projects implementation reports.
- To coordinate Judiciary`s planning and budgeting cycle in social service delivery
- To coordinate and strengthening collaboration with private sectors and Nongovernmental organization in the development projects planning and implementation process.
- For understanding various sampling techniques that may be used to conduct different types of surveys, as well as using, various econometric modeling techniques to develop forecasts



- For analyzing data to test the effectiveness of current policies, products or services and advising on the suitability of alternative courses of action and the allocation of scarce resources.
- To ensure that all Judiciary's development projects are implemented in accordance with guidelines and directives by conducting projects coordination, mortaring and Evaluation.

**Economist to Principal Economist at the Ministry of Education and Vocational Training – 13<sup>th</sup> September 2000 to 30<sup>th</sup> May 2013**

- To prepare Medium Term Expenditure Framework for the Department of Policy and Planning
- To prepare Medium Term Expenditure Framework for the Ministry of Educational and Vocational Training
- To prepare Action Plan for the Department of Policy and Planning
- To prepare Action Plan for the Ministry of Educational and Vocational Training
- To prepare progress report for the Department of Policy and Planning
- To prepare progress report for the Ministry of Educational and Vocational Training
- Desk officer for Primary Education Development Programme (PEDP)

**District Coordinator – Prime Education Network (PEN) October 1998 – September 2000**

- Prepare annual plans and budget of the branch.
- Supervise and control expenditure, including adherence to resource provider's conditionalities.
- Supervise and coordinate program activities at branch.

- Give technical support to sub-ward branches including training.
- Write fundraising proposals for various activities conducted by the organization.
- Maintenance teamwork and discipline among staffs as per staff regulations.
- Compile quarterly and annual reports.

#### **Teacher – Jabar Hira Secondary School 1993-1994**

- Prepare lesson plans.
- Teaching.
- Prepare examinations and marking.
- Maintenance of discipline among students
- Report writing.

#### **1. OTHE TRAINING AND WORKSHOP ATTENDED**

Several trainings in computer programmes conducted in-house to cope with changes occurring daily.

#### **2. PUBLICATIONS**

Dissertation Report **“The Effect of Government Spending on Economic Growth: Tanzania in Perceptive 1981-2011”** Submitted to the School of Social & International Studies University of Bradford in partial fulfillment of the requirements for the award of the MSc Economics and Finance for Development July 2012

## CAREER OBJECTIVE

i.To be creative and use my initiatives, knowledge and skills to facilitate the attainment of the organisational objectives

ii.To work hard-working and ensure that I fulfill my targets using all my potentials. I am not easily disturbed and I am mostly calm when pressure is exerted on me

iii. **Strengths:** I am punctual; committed and hardworking

**Weaknesses:** I feel disappointed when I fail to attain my goals despite the efforts employed.

## HOBBIES

- Local Bands Music: Listening and Dancing
- Football games fan of Simba Sports Club
- Local Foods especially Ugali Kuku Choma

## REFERENCE

Zuberi Mhina Samataba <b>Regional Administrative Secretary</b>	Alidina Mlyomi Mustafa, <b>Brother</b>	Ally S.M Mwaimu <b>Former Director of Policy and Planning – Ministry of Education and Vocational Training</b>
Pwani Region P. O. Box	Block 41, Kinondoni Estate, P. O. Box 25103	Mbagala Kiburugwa P. O. Box 79197
<b>KIBAHA</b> <a href="mailto:zsamataba@yahoo.com">zsamataba@yahoo.com</a>	<b>DAR ES SALAAM</b> Home: +255 222668973	<b>DAR ES SALAAM</b> <a href="mailto:mwaimumntangi@gmail.com">mwaimumntangi@gmail.com</a>
+255 784286854, +255 719881414.	+255 784513178, +255 717026707.	+255 658307022, +255 754951574.

I John Kulwa Mgalula, declare that all above information are true to the best of my knowledge.

Sign: .....*Kulwa II*.....  
Date: .....*07/12/2016*.....