

JABEL MUGANYIZI RICHARD

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ICT professional with experience in web development, website management, IT support, project coordination, and administrative support. Experienced working with local organizations, international teams, and remote environments. Dedicated to helping organizations achieve their goals through technology, effective communication, and practical problem-solving.

WORK EXPERIENCE

Founder & Project Coordinator | YoungAfroTech

Dec 2025 – Present

- Manage communications, project activities, and stakeholder engagement
- Coordinate fundraising campaigns and donor outreach to support program growth
- Manage social media platforms and maintain the organization's website
- Organized workshops, schedules, and learning activities for students

ICT Support , TEDI, Dar es Salaam, Tanzania

July 2025 – October 2025

- Provided IT support to 5 employees, resolving hardware, software, and connectivity issues
- Coordinated meetings, schedules, and communications while supporting daily administrative operations
- Prepared 7 reports covering meetings, training activities, and website updates
- Supported bookkeeping, record management, and project documentation
- Collaborated with an international volunteer and maintained TEDI's website
- Facilitated digital literacy training sessions for students and teachers

Remote Intern, Ceeju, Berlin, Germany

Feb 2024 – Aug 2024

- Worked directly with the CEO to support project coordination and daily operations
- Managed tasks, records, and project tracking using Notion and Google Workspace
- Developed and maintained 4 websites and 5 landing pages using WordPress and Elementor
- Collaborated remotely with international team members across different time zones

Business Operations Intern, Kasimir + Lieselotte GmbH, Berlin, Germany

Sep 2023 – Oct 2023

- Conducted market and competitor research to identify trends and opportunities within the e-commerce sector
- Assisted with daily business operations, project coordination, and administrative processes
- Prepared and organized information to support planning, reporting, and decision-making activities

EDUCATION

Ordinary Diploma in Information and Communication Technology (ICT)

Unique Academy, Dar es Salaam, Tanzania

October 2022 – June 2025

- GPA: 4.2, Relevant Courses: Web Development, Programming, Databases, Networking, System Administration, Information Systems, E-Commerce, and Digital Marketing.

VOLUNTEER EXPERIENCE

Climate Change Activist

2022 – Present

- Participate in environmental awareness campaigns, clean-up activities, and tree-planting initiatives
- Promote climate awareness through social media and community engagement activities

LANGUAGE SKILLS

- Kiswahili - native speaker
- English - very good
- German - Beginner