

## Curriculum Vitae

Maria Ângela Fernando Ndaluzá

Maputo, Mozambique

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### PROCUREMENT OFFICER

A motivated Procurement and Logistics professional with a bachelor's degree in electrical engineering and 2 years of experience in sourcing, negotiation, purchasing goods and services, supplier coordination, compliance and financial monitoring within structured environments.

### PERSONAL DETAILS

Date of Birth: 19/12/1999

Nationality: Mozambican

Marital Status: Single

### EDUCATIONAL BACKGROUND

2017 – 2023

Mozambique – Universidade Eduardo  
Mondlane  
Bachelor's Degree in Electrical  
Engineering

2012 - 2016

Mozambique – Josina Machel Secondary  
School

### WORK HISTORY

April 2024 – Present

Montepuez Ruby Mining

Nov 2022 – May 2023

Position: Procurement Officer

- Processing plant category buyer, support S2P procurement of industrial equipment, electrical, mechanical, chemicals, services, etc.

**Electricidade de Moçambique (EDM)**

Position: Project Manager Trainee

- Electrification and Projects Department as an intern in project management, procurement, and contract drafting.

## PROFESSIONAL TRAINING

2026

Certified International Procurement Professional (CIPP) – Purchasing, Strategic Sourcing and Negotiation – by Admicami

2024

Problem Solving – Gemfields Group

2024

Certified in Process Improvement – The 7Ws training – Gemfields Group

2024

Anti-Bribery & Ethics Compliance – Gemfields Group

2024

Anti-Money Laundering (AML) – Gemfields Group

2024

Cyber Awareness & Information Security – Gemfields Group

2024

Health, Safety & Environment (HSE) – Gemfields Group

2023

Certified in Energy Efficiency Auditing by AMER in partnership with Gaia, COMO

Consult, and Ecowatt Nigeria, funded by the Mozambique-Germany Cooperation and GIZ.

2022

English Course – C1 Level – Maputo Language Institute

## **SKILLS AND COMPETENCIES**

- Strong communication skills
- Teamwork-oriented
- Dynamic in task execution
- High sense of responsibility
- Adaptability to work environments
- Excellent presentation skills
- Integrity at highest level

## **ADDITIONAL SKILLS AND KNOWLEDGE**

- MS Office
- Advanced Excel and report writing
- Analytical skills
- Natural leader
- HSE mindset
- Project management
- Financial analysis
- Expertise in purchasing engineering equipment, material services and contracts management

- Creativity and experience in marketing, events, communication, image, and customer service
- Knowledge of the National Energy Grid, from generation to distribution, and experience with network expansion projects
- Familiar with ERP platforms, Business Center programs for warehouse stock management, procurement and logistics

## **LANGUAGE SKILLS**

- Portuguese: Fluent
- English: Fluent
- Nyungwe: Intermediate
- Changana: Intermediate

## **REFERENCES**

### 1. Montepuez Ruby Mining:

- Dercio Timóteo Mucavele – Procurement Manager
- Email: [dercio.mucavele@gemfields.com](mailto:dercio.mucavele@gemfields.com)
- Cell: +258843076534

### 2. Electricidade de Moçambique:

- Vagner Languene – Project Manager
- Email: [vagner.languene@edm.co.mz](mailto:vagner.languene@edm.co.mz)
- Cell: +258847015333