**JEPHTHA CYNTHIA EBELE**

DAVID’S DRIVE POWER LINE ROAD OFF SHELL ROAD, SAPELE, DELTA STATE

**Tel: 09071216209,**

**E-mail:** [**cynthiaebele869@gmail.com**](mailto:cynthiaebele869@gmail.com)

**CAREER OBJECTIVE:**

Seeking a full time position where i can be productive, utilize my skills and also learn more, so as to achieve my potential and contribute successfully to the organization goals and objectives.

**PERSONAL PROFILE**

**Date of Birth**: 23rd December, 1996

**Nationality**: Nigerian

**State of Origin**: Delta State

**L.G.A**: Ndokwa East

**Marital Status**: Married

**Religion**: Christian

**Sex**: Female

**EDUCATION**:

**2017-2019:** Delta State Polytechnic Oghara, Delta State

**2014-2016:** Delta State Polytechnic Oghara, Delta State

**2008-2013:** Agbarho Grammar School, Agbarho, Delta State

**QUALIFICATIONS:**

**2019:** Higher National Diploma (HND) in Biology/Microbiology  
 (Upper Credit)

**2005:** National Diploma (ND) in Science Laboratory and Technology  
 (Upper Credit)

**2013:** Senior School Certificate Examination (SSCE)

**WORK EXPERIENCE:**

**2020:** National Youth Service Corps (NYSC)

Orodje Secondary School, Sapele, Delta State

Position: Mathematics Teacher

**2017:** Solac Aluminium Company

Okuokoko, Delta State

Position: Secretary/Receptionist

**Main Duties Performed:**

* Deals with enquiries from all staff, visitors, customers in a courteous and professional manner
* Give customers information about product and services
* Giving full secretarial support to the office manager
* Taking messages and dealing with enquiries at specific levels
* Act as a first point of contact to all staffs, customers and members of the public

**2015:** Internship (IT)

Abieyuwa Specialist Clinic  
 Warri, Delta State.

Position: Assistant Laboratory Technician

**PERSONAL ATTRIBUTES/SKILLS:**

* Problem Solving and Creative Thinking
* Self Motivation and Independent Learning
* Excellent Interpersonal and Teamwork skills
* Excellent oral and written communication skills
* Emotional Intelligence
* Working effectively within a team to accomplish key objectives
* Possessing strong knowledge of science and scientific method.

**COMPUTER SKILLS:**

**Proficiency in**: Computer Fundamentals, Internet Application, Microsoft Word, power point.

**HOBBIES AND INTEREST**

* I enjoy reading nonfiction and Educational books
* Traveling
* Quest for more knowledge

**REFEREES:**

**Mr. Godwin Eshagberi**

Senior lecturer

Delta State Polytechnic Oghara

0803 879 6148

**Mr. Jephtha Egeli**

Supervisor

National Identity Management Commission

0803 936 6439