**PHEBE A.OMALE.**

BENKALIO, MAIDUGURI ROAD,DAMATURU YOBE STATE

**PERSONAL DETAILS**

Mobile: +2348147518686

Email:phemale9@gmail.com

Nationality: Nigerian

Place of Birth: Yobe

Language Spoken: English, Hausa and Igala

Marital Status: Single

Gender: Female

Date of Birth: 31st October, 1995

**CAREER OBJECTIVE**

To be a team player in an organization were team work is predominant and promoted with a ready mind to work effectively with other staffs to collectively achieve organization goal

**WORK EXPERIENCE**

**oct 2018–Jan 2019: Legacy Nursery and Primary School, F.C.T Abuja**

**Function: Class Teacher**

**Job description:**

* Teaching primary Three all subjects.
* Drafting of lesson plan and note
* Supervision of school’s internal examination.
* Compilation of examination records.
* Other Administrative work as assigned.

**July 2015–Dec 2015: INEC Office Damaturu, Yobe State. Purpose: Student Industrial Work Experience Scheme**

* Arrangement of voucher according to month
* Registration of payment voucher
* Taking stock of daily disbursement of fund

**SKILLS**

* Excellent written and verbal communication.
* Excellent time management and able to prioritize.
* Motivation to take on additional task and solve problems.
* Proficient computer skills, including Microsoft office suites and other computational and analytical packages.
* Able to perform clerical duties , maintaining files and confidential office documents.
* Good interpersonal and people management skills.
* Adequate class control

**EDUCATION AND QUALIFICATION**

|  |  |  |
| --- | --- | --- |
| **INSTITUTION ATTENDED** | **QUALIFICATION** | **YEAR OF GRADUATION** |
| Yobe State University, Damaturu, Yobe State | BSc. Business Administration  **(Second Class Lower)** | 2019 |
| The Federal Polytechnic Damaturu, Yobe State | National Diploma (Business Administration)  **(Lower Credit)** | 2013 |
| Leaders Private School Yobe State | SSCE/NECO | 2013 |
| Injiwaji Primary School Yobe State | First Leaving School Certificate | 2006 |

**UNPUBLISHED ARTICLES**

2015: The effect of training and manpower development on workers productivity: A case Study of Access Bank, Damaturu, Yobe State.

2015: The effect of strategic marketing on the performance of an organisation: A case Study of Access Bank, Damaturu, Yobe State.

**INTEREST/HOBBIES**

Reading, Surfing the net, Travelling and Singing.

**REFEREES**

**Mr. Friday Ayegba**

Customer Service Manager (CSM)

First City Monument Bank (FCMB)

Isah Yuguda house,Jos road, Bauchi State.

**Phone**: +2348067371503

**Mr. James Moses**

Community Liason Officer

Danish Demining Group

Maiduguri, Borno State.

**Phone:** +2347069650983

**Email:**Jmoses424@gmail.com