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| |  | | --- | | **professional summary**Reliable Personnel with the drive to succeed through dynamic interpersonal, time management and Financial Processing/Reporting skill. Offering 8+years of handling complex transactions in fast-paced settings. | | **work history**Fund Transfer officer | Polaris Bank Nig. LTD Yola | Feb 2017 – Current  * Salary processing for more than 50,000 staff strength on the payroll using Microsoft excel * Processing of Government Tax, Revenue, and other payments on Pay-direct Platform. * Handled Foreign currencies transaction and other Fund transfers quickly and efficiently.  Customer Service Officer | Skye Bank Plc Yola Branch | July 2015– February 2017  * Effectively maintained inventory of correspondences, inter and intra bank and maintained inventory register for bank assets. * Resolution of Customers complaint on ATM Debit and failed transfers etc. * Keeping record of internal and external mails and sending monthly and quarterly report on activities in the unit. * Highly confidential with sensitive with customers and organization information   **Student Industrial Training Scheme |** Adamawa State Specialist Hospital | Aug 2018 to Dec 2018   * Training to Ward Supervisors, Household mobilizers and Distribution. * Provide continuous psycho-social support via regular follow-up meetings, establishing a relationship built on trust and confidentiality protocol especially for patients with Hiv and Aids and also with expectant mothers, | | **REFREES**   * Mr.Paul Yusuf Tumba   Pro Health International  Yola,Adamawa State.  07035872435.  [ypaultumba90@gmail.com](mailto:ypaultumba90@gmail.com).   * Mrs Joy Adeyemo   Assistant Banking Officer,  Polaris Bank Limited  Yola,Adamawa State.  08130711792. [jadeyemo@polarisbanklimited.com](mailto:jadeyemo@polarisbanklimited.com) | | |  | | --- | | **skills**  * CIBN certified * Grade A computer literate- typed 62wpm. * Excellent driven attentive to details * Smart and well organized team player reliable working alone with minimal supervision * Fluent and Flawless in communication with English, Hausa and languages | | |  |  | | --- | --- | |  |  | | [bakorifkatu@gmail.com](mailto:bakorifkatu@gmail.com) | 08069561083 | |  |  | |  |  | | **EDUCATION** |  |   **A LEVEL** |2014 to 2020 |Federal University Of Technology Yola|  B.Sc (Community Health, Second Class Upper)  **A LEVEL |**November 2019|Professional Conduct and Ethics certification |CIBN  **A LEVEL** |2011 to 2012|  Federal Polytechnic Mubi |  National Diploma in Science Laboratory Technology, (Distinction)  **O LEVEL |** 2003 to 2009| Federal Science and Technical College Jalingo | NABTEB | |  | |