

## **MUSA ABDULKAREEM**

**Address:** Behind Oando filling station tungamaje Abuja FCT

**Tel:** 07038550421/08079929397

**E-Mail:** musaabdukareem@yahoo.com

### **PERSONAL DATA:**

Date of Birth:	24 <sup>th</sup> April, 1993
Marital Status:	Single
State of origin:	kogi
Local Govt. Area:	Ankpa
Religion:	Muslim
Nationality:	Nigerian

### **CAREER OBJECTIVE:**

To work in pragmatic way in an establishment where I can show my talents and enhance my skills to meet company goals and objectives with full integrity and zest.

### **PROFILE:**

I am a versatile, analytical and hard-working man with a hands-on approach, who always perseveres to achieve the best results. I have an excellent negotiation and problem solving skills, swiftly identifying the root of any problem and developing an effective solution. I do communicate clearly, effectively and confidentially. I am a good team player and able to use my own initiative to achieve company's objectives.

Furthermore, I am smart, meticulous and honest. I am self-motivated, adaptable and a very practical person with the ability to improve processes and learn new skills quickly. I am an individual who thrives on producing results that exceeds expectations.

### **EDUCATIONAL QUALIFICATION CERTIFICATES:**

<b>HND Public Administration</b>	2017 – 2018
Kogi State polytechnic lokoja	
<b>NATIONAL DIPLOMA Public Administration</b>	2013 – 2014
Kogi State polytechnic, lokoja	
<b>Senior School Certificate Examination (SSCE)</b>	2006 – 2012
Local government special day secondary school Ankpa kogi state	

**First School Leaving Certificate (FSLC)**

2001 – 2006

Unity nursery and primary school, Ankpa kogi state

**WORK EXPERIENCE:**

- Court of appeal headquarter, Abuja 2015 – 2016  
**Position:** Industrial training
- Summerset continental hotel, Abuja 2019 – Till date  
**Position:** Cashier
  
- Samfort integrated concepts wuse II Abuja 2020-Till date  
**Position:** National youth service corp.

**SKILLS AND AQUISATIONS:**

- ★ Good customers relationship and marketing skills
- ★ Critical Thinking, Problem Solving and Public Speaking.
- ★ Clear communication, Accounting and Active listening.
- ★ Teamwork, Decision making and Management

**HOBBIES:**

Reading, Working, Meeting New People and Travelling.

**REFERENCE:**

**MR. MUZA NYASHA**

General manager summerset continental hotel  
Abuja.

Tel: 08149747494\+263771801330

**MRS. HADIZA ABUBAKAR**

E.O Court of appeal headquarter  
Abuja.

Tel: 07030168114