

# BLESSING SUNDAY

TURAKI STREET KAMAZOU YAKOWA EXPRESS WAY KADUNA KADUNA STATE.

08166456654 [sundayblessing212@gmail.com](mailto:sundayblessing212@gmail.com)

## OBJECTIVES

I have considerable experience in providing support to managers and employees, by handling a variety of tasks in order to ensure that all interactions within and between the organization and others are positive and productive. I have the ability to articulate facts clearly, good organizational skills and I also have the ability to coordinate multiple tasks and control workflow simultaneously

## PERSONAL DATA

<b>Date of Birth</b>	10 <sup>th</sup> December, 1993
<b>State of Origin</b>	Kaduna
<b>Place of Birth</b>	Kaduna State
<b>Local Government Area</b>	Zangon Kataf
<b>Marital Status</b>	Single
<b>Sex</b>	Female
<b>Nationality</b>	Nigerian
<b>Next of Kin</b>	Sarah Sunday

## EXPERIENCE

**NATIONAL YOUTH SERVICE CORP (NYSC) 2020-2021**

### **TAX PAYER SERVICE (TPS)/ADMIN**

REVENUE SERVICE, FCT, ABUJA

- Providing explanations and/or clarification to clients over the telephone in response to their business inquiries
- Gathering information from taxpayers to establish the precise nature of their enquiry or request
- Assessment of Taxpayers payment
- Contributed in tax monitoring and assessment
- Assist in casting of figures
- Operating office machines

## **EDUCATION**

**B.SC ECONOMICS**, KADUNA STATE UNIVERSITY (KASU) 2015-2019

**SECONDARY SCHOOL LEAVING CERTIFICATE**, CHRIST AMBASSADOR'S  
COLLEGE, KADUNA STATE 2006-2012

**FIRST LEAVING CERTIFICATE**, SALEM ACADEMY 2006

## **SKILLS**

- Computer literate with proficiency in Ms Word and EXCEL skills
- Good communication and problems solving
- Focused, Ability to work under pressure
- Good team player
- Integrity and Honesty
- Self-motivated and result oriented
- Excellent interpersonal skill
- Ability to work with little or no supervision
- Sound writing and editing skills

## **INTERESTS**

- Reading, Travelling and surfing the net.

## **REFEREES**

- **MALLAM IBRAHIM YAKUBU ADOKE**,  
Managing Director, BAUMASTERS PROJECT LTD, Kaduna State  
08095121463
- **MR. SAMUEL S. MOTI** fcti nim  
A.D/TAX FEDERAL INLAND REVENUE SERVICE

08033661084