

MUHAMMED, MUTAIRU YUSUF

No 10, Iyesi off Agomajaiye road, Okofo busstop, Badagry

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Professional Profile

A committed and driven HND Accounting Graduate with sound understanding of Accounting; Its principles and applications, coupled with vast knowledge in information and communication technology, utilizes sound organization and planning skills to deliver assignments within set time-frames and to a high-quality standard. Also possess a strong leadership quality, team player, excellent communication and interpersonal skills, creative and analytical thinking ability.

Education and Qualifications

HND Accounting (Auchi Polytechnic, Auchi, Edo State) **2016**
OND Accounting (Auchi Polytechnic, Auchi, Edo State) **2013**
SSCE WAEC/NECO (Molaks high school, Iju ishaga, Lagos State) **2010**

Professional Certifications:

- National Youth Service (NYSC) Discharge Certificate – **2018**
- **Graduate Research:**
- Problem of entrepreneurship in Nigeria economy – **2016**

Experience

2019 Date TEACHER, THADDEUS PRIVATE SCHOOL.

Here, I was responsible for managing the school account. I also taught commerce and financial accounting in the senior secondary school classes.

2017 2018 TEACHER (NYSC), NYSC Secondary School KUBURUFU, BARUTEN LGA, Edo State.

At this school, I taught Commerce and Financial Accounting, prepared lesson plans and curriculum, administered tests/examinations and evaluated results. I also assisted with the smooth running of the school by working with the administrative units of the school. This school served as my place of primary assignment during my one(1)-year of National Youth Service (NYSC).

Jan. Nov. 2014 Warehouse(store keeper), Eko Supreme resources Nigeria Ltd, Agbara, Lagos State.

Here, I was in charge of taking stocks of goods in the company on a daily basis. I also keep records of various materials in the warehouse in order to inform the human resource management to replenish finished goods.

Key I.T. Skills

Microsoft Office Online Sales and Marketing	Call Center Operations (Customer Service Support).
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Other / Personal Details

Interests include: Researching, cooking, traveling, listening to music and singing, teaching, reading and writing.

REFERENCES:

[Available on request]