

# JEREMIAH JOY SUNDAY

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No:13Bafajo Street, Bauchi, Bauchi State.

## **OBJECTIVE**

I am objective in pursuit of excellence with self-motivation in order to deliver unparalleled and significant contributions geared toward the realization of an organizations vision and mission.

## **PERSONAL DATA**

Date of Birth:	23 <sup>rd</sup> March, 1995
Sex:	Female
Marital Status:	Single
State of Origin:	Akwa Ibom
L.G.A:	Ibiono-ibom
Nationality:	Nigerian

## **QUALIFICATIONS**

Federal Polytechnic Bauchi, Bauchi State. HND in Accountancy	2016-2018
Federal Polytechnic Bauchi, Bauchi State. ND in Accountancy	2011 – 2013
City Comprehensive Secondary School. West African Examination Council (WAEC)	2007 - 2011
City Comprehensive Secondary School. JSSCE	2005 – 2007
Police Children Bauchi State. First School leaving Certificate.	1999 – 2005

## **PROFESSIONAL CERTIFICATE**

Diploma in Computer Operations. ISP Intelligent Solution Provider Computer Institute, Airport Road Kano, Kano State.	2017
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## **EXPERIENCE**

Loyal Diagnostic Center One Year Industrial Attachment  
Position Held: Accountant 2013- 2014

Loyal Diagnostic Center  
Position Held: Secretary / Accountant 2014- 2016

National Youth Service Corps (NYSC) with INEC Office Jos,  
Plateau State 2019 - 2020

## **EMPLOYABILITY SKILLS**

- ❖ Highly organized and detail oriented
- ❖ Able to effectively prioritize tasks to accomplish complex projects with timeliness and creativity.
- ❖ Computer Literacy
- ❖ Work efficiently in teams and proficient at building, maintaining professional relationships.
- ❖ Communication and presentation.
- ❖ Ability to impact the lives of the younger generation positively.
- ❖ Ability to work with or without minimum supervision.

## **HOBBIES**

- ❖ Reading Articles
- ❖ Listening to music
- ❖ Learning new things, Travelling and Cooking

## **REFEREES**

### ❖ **JUSTINA ALEX**

Tripod Insurance Brokers Ltd  
ADMIN OFFICER  
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### ❖ **JEREMIAH SUNDAY**

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