

MONDAY TAHIR

No.1A Nguru road opposite NNPC filling station Hadejia Jigawa State.

07037833382

Date of birth 08 June, 1989

State of Origin: Kogi State. LGA: Ankpa

Marital Status: Married

E-mail: mondaytahir30@gmail.com

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*An ambitious performance-driven non-profit sector development professional fully committed to career advancement in the Public, Private and NGOs (community development) sectors. Skilled with a performance record spanning over 4 years, possessing valuable experience in target development, research methodology, project planning and management with exceptional understanding of diverse terrains within the Northern parts of Nigeria. Currently seeking for a suitable position in an international NGO or Diplomatic Missions to further impact positive*

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CORE COMPETENCES

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| ✓ Impact Evaluation                        | ✓ Relationship Management                      | ✓ Social Networking                   |
| ✓ Focus Group Discussions (FGDs)           | ✓ Office Administration                        | ✓ Knowledge Management                |
| ✓ Data Collection via Questionnaire/Survey | ✓ Qualitative and Quantitative Research        | ✓ Budgeting                           |
| ✓ Monitoring & Evaluation (M&E)            | ✓ Advocacy                                     | ✓ Training & Capacity Building        |
| ✓ Project Management                       | ✓ Resource Mobilization/Fund Raising Campaigns | ✓ Training of Trainers (ToT)          |
|  | ✓ Proposal Development                         | ✓ Sensitization/Orientation Campaigns |
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EDUCATION

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BSc. Entrepreneurial and Business Management (Lower Second Class Honors), National Open University of Nigeria (NOUN). 2014-2010

National Diploma in Estate Management (UPPER CREDIT) 2019-2010

Diploma in information Technology, Bowalle computer institute Maiduguri, Borno state 2010

Senior Secondary School Certificate Examination, Okaba community Secondary school 2001 - 2007

First School Leaving Certificate, LGEA Primary school Ukolobia Ankpa, Kogi State 1996 - 2001

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WORK EXPERIENCE

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ACCESS BANK PLC

2012 till date.

Desk Work (Unit) Job Responsibilities

- Teller Unit
- Customer Service Unit
- Administrative Officer
- Honoring of customer's withdrawers/deposits
- Issuing of ATM Card and resolving of ATM related issues
- Issuing of Cheque book and statement of account
- Prospecting for new relationship for the bank
- Enhance the relationship between the bank, its customers to ensure continued patronage of all their products
- Meeting and exceeding customer's expectation, (managing customers internally)
- Supervision of the industrial trainees (I.T)
- Processing and confirmation of customers instruments
- Daily call over administration, posting and account status verification

## Research and marketing Network

- Responsible for managing issues and making recommendations on how to adjust or reallocate resources to accommodate changes and respond to challenges.
- Responsible for effective stakeholder relationship management, including developing and maintaining strong working relationships.
- Responsible for day-to-day implementation of the Project activities and also accountable for the effective financial and operational management including planning project activities, estimate time and financial commitments.
- Supervises the collection and collation of data from field (Primary Health Care, Educational institution) on sexual and reproduce

Mr. Moses Shichet  
Operation Manager  
Access Bank plc  
AKTH, Kano state.  
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Mr Patrick Ameh  
ATM Custodian  
Stanbic ITBC  
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