

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

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

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

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 Ukpobobia Ankpa, Kogi State 1996 - 2001

WORK EXPERIENCE

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.
08036939600

Mr Patrick Ameh
ATM Custodian
Stanbic ITBC
Jalingo, Taraba state
08036389911