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# GRACE-JOE IHIAGBHA ETHAKPEMI

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**DATE OF BIRTH:** OCTOBER 26, 1995 **SEX:** FEMALE **STATE OF ORIGIN:** EDO

**MARITAL STATUS:** SINGLE

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## CAREER OBJECTIVE

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Working in a challenging environment of high repute that stimulates creativity, enhances personal development and career advancement, while providing a healthy competitive service that will bring additional value to the organizational goals and objectives with a unique passion for attaining excellence and perfection.

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## EDUCATIONAL HISTORY

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### Schools Attended

- |  |              |
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| • University of Ibadan                           | 2021 to date |
| • University of Ibadan                           | 2013 - 2017  |
| • The International School, University of Ibadan | 2006 - 2012  |
| • Staff School, University of Ibadan.            | 2000 - 2006  |

### Certificates Obtained

- |  |         |
|--|---------|
| • M.Ed - Educational Management (Personnel Administration) | in view |
| • B.Ed.Sc - Educational Management/Mathematics             | 2017    |
| • West African Senior School Certificate                   | 2011    |
| • Primary School Testimonial                               | 2006    |

### Other Certificates

- |  |      |
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| • National Youth Service Corps Certificate | 2019 |
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### Professional Qualification

- |  |      |
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| • Teachers Registration Council of Nigeria Certification | 2018 |
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## **SKILLS**

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### **Personal Skills**

- Ability to learn, adapt and adopt new ideas.
- Exceptionally organised with great ability to multi-task.
- Uncommon ability to work independently, and within a team environment.
- Excellent communication and interpersonal relationship.
- Proficient in English (oral and written).
- Problem-solving skills.
- Highly creative.
- Customer service orientation.
- Ability to work efficiently and effectively under pressure.
- Ability to adapt to the environment and work with others.
- Ability to perform secretarial duties.
- Public speaking.

### **Computer Skills**

- MS Word
- MS Powerpoint
- MS Excel

## **WORK EXPERIENCE**

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- **INTERN** (March - April 2022) The Office of the Head of Service, Secretariat, Agodi, Ibadan, Oyo State.
- **VOLUNTEER CUSTOMER CARE REPRESENTATIVE** (February 2022) Century 21 Freedom Group International, Ibadan, Oyo State.
- **MATHEMATICS TEACHER** (September 2018 - June 2019) Army Day Secondary School, Obinze, Imo State – NYSC
- **NEWSCASTER** (June 2018) Orientation Broadcasting Service (OBS), IMO State NYSC Orientation Camp.
- **MATHEMATICS STUDENT-TEACHER** (October - November 2015 and October - November 2016) Ladigbolu Grammar School, Oyo, Oyo State – Teaching Practice

- **FASHION DESIGNING AND SALES OF ANKARA FABRICS** - Self practice.

## **INTEREST/HOBBIES**

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- Reading,
- Teaching,
- Researching (discovering new things and solving problems),
- Meeting people,
- Public speaking,
- Customer relations,
- Hospitality.

## **REFEREE**

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Available on request