



# KHADIJAH SULAIMAN UMMI

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## OBJECTIVE

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Passionate and team-oriented individual seeking to pursue a career as a Healthcare Professional in a dynamic yet stable environment with a strong work culture as well as a prospect for growth and development.

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## PERSONAL SUMMARY

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Energetic, dedicated and confident graduate with great attention to detail and proven ability to build relationships. My strengths include great communication skills, empathy, leadership, effective time management, critical thinking, endurance, creativity, trustworthiness and the determination to complete tasks even in fast paced environments.

Great organizational skills with the ability to manage projects and consistently meet deadlines. Avid reading and curiosity have provided me with different perspectives and have helped me to be more diverse and open minded in engaging and understanding various cultures.

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## PERSONAL DATA

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Sex: Female.

Marital Status: Single.

Date of Birth: 3<sup>rd</sup> March, 2000.

Nationality: Nigerian.

State of Origin: Federal Capital Territory, Abuja.

Religion: Islam.

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## EDUCATION AND QUALIFICATION

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2021	BSc. Human Physiology
	Ahmadu Bello University, Zaria, Kaduna.

- Equipped with a broad knowledge and appreciation of the intricate workings of the mechanisms that underlie the function of the body in health and disease, and also in biochemistry, pharmacology, neuroscience, genetics and anatomy.
- Gained medical laboratory skills including how to take blood pressures, blood cell counts, blood grouping tests, Electrocardiography, CPR, Heimlich Maneuver, histological identifications and many others.
- Equipped with great research skills from individual and group projects, problem solving and numerical skills, and team working skills.
- Research paper and project requirements which gave me excellent writing and critical thinking skills.

2020

Risk Management.

OpenLearn University.

- Gained knowledge on how to identify, understand, assess and measure risks and their impacts on organizations.
- Equipped with knowledge on risk management and mitigation.

2020

Introduction to Bookkeeping and Accounting.

OpenLearn University.

- Gained essential numerical skills required for bookkeeping and accounting, including how to balance off ledger accounts and preparing balance sheets.

2020

Marketing in the 21<sup>st</sup> Century.

OpenLearn University.

- Equipped with analytical and creative skills.
- Gained knowledge on brand marketing, including its past and future.

2016

SECONDARY SCHOOL CERTIFICATE.

Future Leaders International School, Kaduna, Nigeria.

2010

PRIMARY SCHOOL CERTIFICATE.

Future Leaders International School, Kaduna, Nigeria.

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## EXPERIENCE.

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2021-present	Volunteering. <ul style="list-style-type: none"><li>• Advocated for the mental health of young persons under FAM Initiative.</li></ul>
2019-2020	Volunteering. <ul style="list-style-type: none"><li>• Organized and led educational workshops to educate residents of Zaria, Kaduna State on consent, under The Consent Workshop.</li><li>• Helped to organize an independently hosted TEDx event in Ahmadu Bello University.</li><li>• Helped to organize a CODE seminar held in Ahmadu Bello University.</li><li>• Gathered donated funds and distributed foodstuff to 60 orphans and widows under Al-Zillah Foundation.</li></ul>
2018-2019	Volunteering. <ul style="list-style-type: none"><li>• Helped to organize a book and arts festival in Ahmadu Bello University.</li></ul>
2017	Volunteering. <ul style="list-style-type: none"><li>• Helped with free blood group tests for residents of Kongo, Zaria, Kaduna State.</li></ul>

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## SKILLS.

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- Communication skills.
- Proficient with the Microsoft Office Packages.
- Teamwork and community engagement.
- Analytical and presentation skills.
- Content creation.

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## HOBBIES.

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- Reading and creative writing.
- Volunteering.

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## REFERENCES.

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Dr. Kabiru Atta.

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