

HEZEKIAH RUTH

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PERSONAL PROFILE

A focused individual interested pursuing higher learning across several fields in my background. Very disciplined with strong interpersonal skills.

Commented [DU1]: As you indicated on your application form, you are looking to switch to the health industry. This introduction should reflect your interests. As it is, it appears you are using a CV used for an old application.

Education

| | |
|----------------|---|
| Aug – Dec 2018 | PROJECT MANAGEMENT INSTITUTE. CERTIFIED PROJECT MANAGER (PMI) CORE COURSES; Organizational management, Multi-tasking in the workplace, project management, Team building and orientation |
| 2013 - 2017 | Redeemers University B.Sc., Chemistry ● Second Class Upper |
| 2006 – 2013 | Federal Governemt College West African Senior School Certificate Examination (WASSCE) |

Commented [DU2]: You can include grades on medical/health related subjects like Biology, Chemistry, or Physics here.

Work and Volunteer Experience

| | |
|---------------------|--|
| Sept 2018 | HIGHER DEVELOPMENT INSTITUTE DEPT. OF HUMAN RESOURCES ● PROJECT ASSISTANT Assisting officer on campus |
| Jan 2018 – Aug 2018 | HERITAGE BANK Trainee program ● Digital Staff |

Commented [DU3]: Can you describe your experiences across all these employment histories?

Use power words like

- Exploited interpersonal and organizational skills in providing lectures across several subjects in the department

SKILLS

- Office
- Good use of social networks
- Self-motivated, hardworking and willing to take on a variety of tasks
- Health Safety skills
- Willing to undergo training and learn new skills

Commented [DU4]: Asides from HSE skills highlighted, I cannot see any skills directly related to health or medicine on here. In addition you might want to include Report writing, PowerPoint Presentation skills.

INTERESTS

- Travelling, Studying, languages

Commented [DU5]: Your interests are good but should reflect your prospective career. Here I'm looking to see, things that distinguish you. What if you said 'Traveling major African World heritage sites', Reading African histories and psychology articles, Learning new languages (Currently intermediate with French)

REFERENCES

Available on request

Commented [DU6]: This might not be necessary. If you have to include this section, then you can as well include the names and details of your referees.

You may want to consider a more appealing outlay/template for your CV. In comparison to the average application this does not stand out.