

PERSONAL INFORMATION  
AGNES AKHAINE

Address: No 52 State Lowcost Kontagora, Niger state, Nigeria  
Plot 316 FHA Lugbe Abuja, Nigeria

Mobile: +2347013234128, +2348114205860

Email: [jagnessie@gmail.com](mailto:jagnessie@gmail.com) [agnesakhaine@gmail.com](mailto:agnesakhaine@gmail.com)

I am a diligent individual, demonstrating a strong work ethic with creative ability , leadership and communication skills. Possessing a strong respect for teamwork and a desire to work in an environment where teamwork is a core value. I am also appreciative of an inclusive and diverse work environment.

WORK EXPERIENCE

JUNE 2019-MAY 2020

Teacher | National Youth Service Corp Scheme (NYSC), Puritan Private School, Ogun State Nigeria

- Organized weekly lesson plan and teaching on the following subjects: Christian Religious Studies, Computer Science, Home Economics, Agricultural Science and Social studies
- Evaluated and graded students class work and ensuring student retention
- Held after school lessons and increased students retention and comprehensive abilities by 30 %.
- Conducted and organized extracurricular activities to help create a safe and fun environment to enhance learning skills.

JANUARY 2019-MARCH 2019

Desk Clerk in T&T Dry Cleaning Services, Kontagora, Niger State, Nigeria

- Ensured customers received the best customer service during patronage of laundry services
- Organized and kept records of customers items brought for laundry services
- Ensured customers got their items back at the scheduled time

MARCH 2016- NOVEMBER 2018

Free Lance Usher for Events ( Social and Formal)

- Welcomed and directed people to their assigned seats
- Distributed programs
- Answered questions and assisted people in finding restrooms and helped search for lost items
- Created a comfortable and friendly environment

EDUCATION AND QUALIFICATIONS OBTAINED

April 2019 Bachelor's in Education, Christian Religious Studies, University of Abuja, Nigeria

May 2013 O' Level Certificate, Senior Secondary School, Adventist College Kujama, Kaduna State, Nigeria

LANGUAGE SKILLS

1. First Language: English (Advanced)
2. Second Language: Hausa (Fluent)

#### WORK SKILLS

##### 1. Creative writing

- Proficient in putting creativity into meaningful and comprehensible writing.

##### 2. Moderate computing skills

- Moderate in Microsoft office essentials including Microsoft word, Microsoft power-point and Microsoft excel.

##### 3. Effective communication skills

- Advanced proficiency in both written and oral english.

#### ENGAGEMENT IN ORGANIZATIONS/ASSOCIATIONS AND OTHER VOLUNTEER EXPERIENCES

1. Community Development Service: National Youth Service Scheme; Member "Legal Aid"
2. Member, Adventist Youth Ministry, Seventh Day Adventist Church Minna, Niger State