



MANSUR MUHAMMAD

Patience, Confidence, Attention to details, Strong Communication Skills,
Multitasking, IT and time Management skills

Sex: Male

Marital Status: Married

D.O.B: 20th October, 1990

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📍 Samaru Phase II Gusau, Zamfara State

EDUCATION

- ➔ **2008-2011**
Usmanu Danfodiyo University, Sokoto
BS.c Political Science
- ➔ **2005-2007**
Zamfara State College of Art and Science, Gusau
I.J.M.B
- ➔ **2002-2008**
Government Secondary School, Bukkuyum
SSSCE
- ➔ **1997-2002**
J.N.I Bukkuyum
First School Leaving Certificate

LANGUAGES

- ➔ **Hausa:** Mother Tongue
- ➔ **English:** Proficient

EXPERIENCES

- ➔ **2014-2023**
Admin Officer
Office of the Head of Service, Gusau Zamfara State
- ➔ **2013 Till Date**
Proprietor (Owner),
Magatakarda ICT and Communication Services
- ➔ **2018**
National Education Res. Officer
Inst. Of Human & Natural Res.

CERTIFICATION

1. **Qualifying English, Usmanu Danfodiyo University, Sokoto** 2011
2. **Diploma In Word Processing and Computer Appreciation** 2016
3. **Certificate in Internet and Office Productivity Tools** 2015
4. **National Education Research Officer** 2018

SKILL SET

Typing: Working with Word Processing Documents

MS Outlook: PowerPoint

Graphic Editing: Creating and managing Spreadsheets

Emailing: Internet Research

Messaging and Collaborating Tools

REFEREES

1. **Amb. Kabir Bala,**
08092377525
2. **Alh. Sani Abdullahi Jangebe,**
08079400652
3. **Hon. Bashir Bello,**
08035884064