

NGUTOR HEMBAFAN MARTINA

A16, Nzube Estate, Lokogoma, Abuja.

E-Mail: hembafangbande@gmail.com

Phone No: +2348131944827

BIO-DATA

Sex: Female
Marital Status: Married
Local Government Area: Ushongo
State of Origin: Benue
Nationality: Nigerian
Date of Birth: 6th May, 1996
Languages Spoken: English, Tiv
Religion: Christianity

CAREER OBJECTIVE

To deploy all my skills and knowledge into executing assigned tasks and assignments for maximum achievement of organizational goals and at the same time achieve self-development.

EDUCATION

1. Centre for Food Technology and Research, Benue State University. 2023
M.Sc. Food Chemistry (Awaiting Certificate, CGPA-4.61)
2. Benue State University Makurdi, Benue State. 2017
B.Sc. Chemistry (2nd Class Upper, CGPA-4.36)
3. Gboko International Secondary School Gboko, Benue State 2012
West Africa Examination Council (W.A.E.C)
Senior Secondary School Certificate (S.S.C.E)
4. Gboko International Nursery and Primary School Gboko, Benue State. 2006
First School Leaving Certificate (F.S.L.C)

PROFESSIONAL/PERSONAL SKILLS

1. Proficient use of Microsoft Packages (MS Word, MS Excel, PowerPoint etc.)
2. Excellent interpersonal and communication skills.
3. Positive team playing skills.
4. Very high strength of character, integrity, and enthusiasm.
5. Good learning speed and adequate planning skills.

WORK EXPERIENCE

1. **Mikap Nigeria Ltd (Producers of Miva Rice)** 2021
Position: Intern
Job description:
 - Procurement
 - Administrative
 - Parboiling
 - Milling

- Quality Control units
2. **Zenith General Insurance Ltd** 2019
Position: Bancassurance Referral Officer
 Job description:
 - Selling insurance policies to bank customers
 - Customer service
 - Renewing existing insurance policies
 - Filing and record keeping of transactions
 - Preparation and submission of weekly reports on policies sold
 - Intimating clients on which policies best suits their needs

 3. **(NYSC) Our Saviour International School, Kaduna State.** 2018
Position: Chemistry/Geography Teacher
 Job description:
 - Preparation of lesson plan/notes
 - Teaching the students in line with school curriculum
 - Assessing students through class work and assignments
 - Marking and recording students' examination
 - Preparing students' result sheets

 4. **(SIWES) Greater Makurdi Water Works, Benue State.** 2015
Position: Laboratory Analyst.
 Job description:
 - Water analysis (Jar test, chlorine test, pH test, etc.)
 - Water treatment using Alum, Lime and Polyelectrolytes

PARTICIPATED PROJECTS/TRAININGS

1. Organic Marketing: Facebook groups for small businesses (Online Course) 2023
 Coursera
2. Getting started with SPSS 2023
 The Open University, United Kingdom. (Online course)
3. 2nd West and Central Africa Post-Harvest Congress and Exhibition (WCAPHCE) 2022
 Centre for Food Technology and Research, Benue State University.
4. Food Week Exhibition/Competition 2021
 Centre for Food Technology and Research, Benue State University.
5. Diploma in Computer 2020
 Emerging Advanced Solutions Ltd
6. Covid -19 Contact Tracing (Online Course) 2020
 John Hopkins University
7. Biochemical Principles of Energy Metabolism 2020
 Korea Advanced Institute of Science and Technology (Online Course)
8. Advanced Presentation Skills 2019
 Universal Anchor Limited/Zenith Insurance
9. How to sell and market intangible financial services in the 21st century 2019
 Universal Anchor Limited/Zenith Insurance

AWARDS

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| 1. UNESCO ICB 2020 M.Sc. Scholarship award | 2022 |
| 2. CEFTER Student support grant (Part Funding-Tuition) | 2020 |

INTERESTS/HOBBIES

1. Reading
2. Travelling
3. Baking

REFEREES

DR. UNGWANEN JOHN AHILE

Chemistry Department,

Benue State University.

Email: aungwanen@bsum.edu.ng

+2348064049464

DR. OGO A. OGO

Biochemistry Department,

College of Health Sciences,

Benue State University.

Email: ogosquare@gmail.com

+2348033206646

DR. MRS. C. A. ADAH

Chemistry Department,

Faculty of Sciences,

Benue State University, Makurdi.

Email: christieadah@gmail.com

+2347069037034