

CURRICULUM VITAE

RUGIATU SAMBA

PERSONAL DETAILS

ADDRESS: 6 Bockariegbay Street Kenema

NATIONALITY: Sierra Leonea

LANGUAGE SPOKEN: Mende Krio And English

EMAIL: rugiatulovelysamba@gmail.com

PHONE NUMBER 079518686

PROFILE

I am a resourceful, self-motivated and duty-oriented person. I am honest and diligent, with excellent communication skills and able to interact with multi-cultural groups. I am efficient in time management, capable of teamwork, and thrive under pressure. I hope to transfer my acquired skills and to gain further experience and develop within your organization, and aiming to work for a professional organization with possibilities of growth and advancement of my career in a competitive and challenging work environment which will enable me to learn, grow and substantially build on my knowledge acquired during the course of my study, and at the same time give me the opportunity to contribute to the growth of an organization.

KEY SKILLS

- ▯ Computer literate
- ▯ Team work (team player)
- ▯ Interpersonal communication and stress management skills
- ▯ Team building
- ▯ Decision making and critical thinking
- ▯ Problem solving and conflict management
- ▯ Livelihood
- ▯ Good Advocate

EMPLOYMENT HISTORY

FINANCIAL SERVICE ASSOCIATION(FSA) BANK AT KANGAMA GOLAMA

- Assisted in the preparation of budget
- Managed and Records of Receipts
- Provided customers service to clients
- Cashier

WORK AT ZIMMI COMMUNITY BANK

Cashier-Volunteer

I was working as volunteer at Zimmi Community Bank as Cashier during my stay at the zimmi community Bank I was fortunate to learn and execute almost all of the functions and responsibility of a cashier at the (ZCB).

- Credit and loan Procedure.
- Banking Transaction with the communities and its beneficiaries.
- Maintain Secrecy within the (ZCB) guiding principles
- Ensure effective and efficient record keeping all transaction
- Ensure swift costumers and a banking staff relationship for efficient and easy transaction

Volunteer Peer Educator

- Facilitate workshops for community members on gender-based violence, teenage pregnancy, and conflict resolution and condom promotion.
- Give sexual reproductive health lessons in primary and secondary schools as part of the formal school timetable.
- Lead in organizing regular awareness events on important days such as World Aids Day, Day of the African Child and International Women's Day.
- Strengthen the capacity of key community leaders to sustain the programmed impact in the community.
- Work in partnership with local government and NGO

- Establish and run a youth friendly resource center, providing appropriate advice and information to young people on related sexual health and life skills.
- Establish an AIDS Action Club, other educational clubs and activities with in-school and out of school youth.

EDUCATION / TRAINING

1. EASTERN TECHNICAL UNIVERSITY

YEAR:2019-2022

B.sc (Hons) In Business Administration

2. Free Town College of Management and accountancy

YEAR:2010-2012

National Diploma in Human Resource Management-ND

Catholic Technical Vocational Institute-Kenema

YEAR:2012

Certificate in Ms. Word Excel Power Point and Internet Browsing

Holy Rosary Secondary School Kenema West African
Senior Secondary School Examination

RECORD OF TRAINING AND WORKSHOPS

DURATION	ORGANISATION	PURPOSE	RESPONSIBILITY
One(1) day	N'domakeh Federation	Training on child safe guarding	Participant
Three (3) day	Red Cross	Training on disaster and emergency response	Participant
Two(2) days	Informal Workers	Project Review Workshop	Participants

	Organisation (IWO)		
Five (5) days	Handicap International	Awareness on disability and gender mainstreaming	Participants
Two (2) days	Statistic Sierra Leone	Training on Business and Agricultural Survey	Participant

INTERESTS/HOBBIES

I enjoy reading, and Singing, working with young people is part of my life.

REFERENCES

Mr Hamza Sheriff

Manager

Zimmi Community
Bank

Cell 232-78-62-49-23

Mr. Mahmoud Gogra

Manager

Kangama Golama

+232-78-878-738

