

YUSSIF ZIBUR ABDULAI
Citizenship: Ghanaian

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A. CAREER OBJECTIVE

A young and serious minded person who seeks to use my knowledge, skills and experience to achieve excellence in any given opportunity. Through passion, commitment and continues self-development.

B. PERSONAL DATA

- Date of Birth: 22nd June, 1990
- Language Spoken: Twi, English, Bissa, Daghani
- Marital Status: Single
- Gender: Male

C. EDUCATION

- Kwame Nkrumah University of Science and Technology,(Msc. Finance and Investment),Ongoing.
- University of Cape Coast; Ghana (Bachelor of Management Studies), 2014.
- Tamale Secondary School, Tamale (Business), 2009.
- Kpalwega Junior Secondary School, Bawku (BECE), 2006.

D. WORK EXPERIENCE

YEAR	INSTITUTION/ORGANIZATION	POSITION/ JOB TITLE
January 2023 To Date	Absa Bank Ghana	Lead Generator (LG)
- Sale of Asset (Personal loan and Mortgage) - Account opening - Bancassurance sales (Life and Non-life)		
January 2017 To Dec. 2022	Absa Bank Ghana	Customer Experience Executive
<u>Duties</u> - Logging of Customer Complaints to the Head Office for Resolution. - Serves as Enquiry Clerk in the Banking Hall. - Assist with management of incoming and outgoing correspondence (post).		

July 2014 To August 2015

SSNIT Bawku

National Service

Duties

- ✚ Engaged in Operational Business Suit (OBS) Project.
- ✚ SSNIT Biometric Card Issuance

June 2012 to August 2012

**First National Savings And Loans Ltd,
Bawku.**

Internship

Duties

- ✚ Aided in opening Accounts for customers.
- ✚ Educated Customers about the services provided by the financial institution
- ✚ Keyed in Susu Collection of Costumers into the Database of the company.
- ✚ Aided in Reconciling the Bank Statement of Customers

January 2010 to August 2010

**Mother Teresa Educational Cent.
Bawku**

Subject Teacher

Duties

- ✚ Performed all the duties required as a Subject Teacher e.g Marking Assignments, Class test and Extra Curricular Activities.

E. PERSONAL DEVELOPMENT (CONFERENCES ATTENDED)

- ✚ 2016-Customer Experience Executive Training, Barclays Bank of Ghana.
- ✚ 2014; Job, Employment and Career Fair 2014, National Union Of Ghana Students (NUGS)
- ✚ 2014; Repositioning, Springboard Roadshow, UCC Campus.
- ✚ 2014; Uniterra Symposium (Entrepreneurship, Investment, Career Planning and Personal Development), World University Service of Canada (UCC Chapter).
- ✚ 2013; Price Water Coopers (PWC)-Career and Professional Development Seminar, UCC Chapter.
- ✚ 2011; Igniting Passion For Excellence, Leadership Empowerment Consult (LEC- UCC).

F. EMPLOYABLE QUALITIES AND SKILLS

- ✚ Good Interpersonal and Communication Skills.
- ✚ Good at Teamwork and Leadership.
- ✚ Proficient in Microsoft Word, Excel, PowerPoint and Publisher, and most efficient in Microsoft Excel.
- ✚ Ability to work with little supervision to meet specifications and time

G. REFEREE

- ✚ Mr. Abdulai Mohammed-Muniru
Branch Manger
Absa Bank-Gumani
Phone:+233207688746
- ✚ Mr. Mohammed Abdul-Basit
Premier Relationship Manager-Absa Bank
Tamale
Tel: 0244979285
- ✚ Mr. Foster Kwadwo Adjei
Branch Manager, SSNIT-Yendi
Phone Number:+233244977590