Good networking skills

Analytical skills

Computer literacy

Teamworking skills

Problem-solving skills.

**BSC POLITICAL SCIENCE & INTERNATIONAL RELATIONS**

University of Benin, Benin City.

6 Alade Avenue, Ikeja, Lagos.

**HUMANTARIAN AID WORKER**

Mercy Aid Support **2016 – Present**

* Contributed to budget preparation and managed volunteer work.
* Assisted staff in routine and emergency operations.
* Upheld emergency safety protocols.
* Maintained and updated volunteer activity logs.

**AID WORKER**

International Aids Solutions **2010 – 2015**

* Assessing emergency situations and working closely with local staff
* coordinating and supporting the work of volunteers and staff managing budgets
* Managing emergency activities and monitoring their effectiveness
* Producing response reports, recommendations and proposals for emergency intervention
* Liaising with United Nations agencies, government officials and local organizations.

**AID WORKER**

Facco Supports **2005 - 2010**

* Organizing induction, support and training for volunteers/other aid workers
* Ensuring staff and volunteers follow safety and security procedures
* Making sure staff and volunteers are familiar with the culture, laws and practices of their location
* Liaising with donors, local authorities and humanitarian community members

**WORK EXPERIENCE**

Dedicated aid worker with excellent breath of experience in both local and international programs. A great negotiation ability and good presentation of skills and abilities. Possess a good understanding of 10 local and foreign language.

**ABOUT ME**

AID WORKER

**JOHN SULEMAN**