

PRECIOUS POLYCARP VANTSAWA

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PROFESSIONAL SUMMARY

Detail-oriented Accounting and finance graduate experienced in data collection, financial documentation, and compliance monitoring. Adept at supporting audits, tracking budgets, and preparing accurate reports. Strong skills in stakeholder communication and maintaining financial standards. Committed to supporting transparent, efficient financial operations.

BIO DATA

Sex:	Female	Marital Status:	Single
Date of birth:	8 June	Nationality:	Nigerian

EDUCATIONAL BACKGROUND

University of Maiduguri <i>B.Sc. (Hons.) Accounting</i>	2019 to 2025
Nigerian Defense Academy staff secondary school Kaduna State <i>(Senior Secondary School Certificate)</i>	2013 to 2019
Royal Kiddies primary school Kaduna State <i>(Primary School Leaving Certificate)</i>	2007 to 2013

EXPERIENCE

National Youth Service Corp (NYSC) - Nigerian Navy Micro Finance Bank Limited <i>Role: Assisting Relationship managers/ Risk Office Support</i> - Monitoring of loan till disbursement - Monitoring of customers for account opening - Confirming guarantor of loan application - Analyzing loan files - Deposit mobilization - Retrieving of loan files - Generating of credit search for every loan application - Promoting the banks product and services - Checking customer's details and verifying to ensure they correspond with documents provided.	2025 -2026
Enumerator – DRC Camp - Collected and verified beneficiary data for program reporting. - Conducted interviews and supported documentation processes. - Ensured data accuracy and timely submission of reports.	2023 – 2024
Casual Office Maintenance Worker – MSF Belgium - Maintained hygienic office environments in line with safety standards. - Supported administrative processes and facility operations. - Reported maintenance issues to ensure compliance and efficiency.	2022 – 2023
Community Mobilizer (WASH) – Justice, Peace & Development Commission (JPDPC) / CR - Conduct field outreach and inspections to promote hygiene and public health compliance. - Facilitate focus group discussions and household visits for sanitation awareness. - Collect, analyze, and report field data for monitoring and evaluation. - Support implementation of hygiene standards aligned with public health guidelines.	2021 – 2022

CORE COMPETENCIES

- Proficient in IT skills including Microsoft office suite (Excel, Power-point and Word)
- Dedicated and result-driven professional with excellent communication skills
- Proven Logical and analytical with problem-solving abilities and a strong work ethic.
- Good team player with strong analytical mind.
- Administrative Support

| INTEREST AND HOBBIES

Research, Reading, Volunteering & Public speaking.

| REFERENCES

LT Shedrach Polycarp Vantsawa

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