**PROFILE**

I am looking for an opportunity to work as a Caseworker, where I will be able to utilize my knowledge to assist clients with special needs and disabilities and gain new perspectives while also aspiring to learn and grow as a professional.

**HIGHLIGHTS**

* Four years’ experience working with children and youths with special needs and disabilities.
* Excellent communication skills, including verbal, listening, and writing skills.
* Interpersonal skills.
* Flexible and adaptable.
* Good time management skills.
* Team player.
* Able to work independently.
* Proficient in Microsoft Office Suite: MS Word, PowerPoint and Outlook.
* Standard First Aid – Level C CPR/AED

**EMPLOYMENT HISTORY**

**Reading Rockstars (Volunteer)**

Edmonton Public Library November 2019

* Plans and implements reading activities to meet the physical and emotional wellbeing of children
* Monitored and supervised the safety of clients in my care
* Support Case management and goal achievement of clients.
* Provide administrative support and assist learners to overcome any barriers they may encounter toward their literacy and foundational learning goals.
* Assist with assessment of Learning programs, services and resources.
* Making a proper report base on my observation
* Attends training and meeting as required by the agency

**Youth Disability Coordinator (Part-time)**

St Vincent De Paul Society for People with Disabilities, Warri 2017 - 2019

* Solicited for donors to donate towards the wellbeing of children and youths living with disabilities.
* Executed an effective schedule for casual workers in shelters.
* Drafted and implemented budgets for people living with disabilities in shelters.
* Developed recreational programs for people living with special needs and disabilities in shelters.
* Documented and publicized a list of donors for accountability.
* Adequate length of time spent advising and encouraging youth with disabilities.
* Monitored the activities of youths to enable them to meet with the counselor.

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**School Library Assistant**

The Federal Government of Nigeria 2018 - 2019

* Delivered library books to incarcerated youths, and women in state and federal prisons.
* Organized reading club for youths recovering from drug abuse in shelters.
* Conducted client needs assessment for patrons with special needs and disabilities.
* Organized home reading sessions for people with disabilities.
* Displayed a high level of verbal and written communication with library patrons’ inquiries.

**Library Assistant**

Federal University of Petroleum Resources, Nigeria 2011 - 2012

* Organized book fairs aimed at sensitizing undergraduates on the dangers of drug abuse.
* Delivered books personally to students with special needs and disabilities.
* Sorted and personally delivered books aimed at encouraging the learning process of students with disabilities.
* Encouraged and advised students with disabilities on the use of library equipment and support systems.

**Youth Program Assistant**

Leah Foundation, Ilorin, Nigeria 2012 - 2013

* Initiated and implemented strategies that enhanced the health & wellbeing of Children, Youths, and Women living with disabilities in Kwara State.
* Supported and encouraged entrepreneurial and creative skills for youths living with disabilities.
* Advocated and enlightened the populace on social, health, and economic issues affecting people living with disabilities to end the stigma.

**EDUCATION**

* **Bachelor of Science in Library and Information Science 2011**

Delta State University, Nigeria

(WES Canada assessment equivalent: Bachelor Degree)

**VOLUNTEER EXPERIENCE**

* **Coordinator; Children Reading Unit**: Living Faith Church, Nigeria **2008 - 2019**
* **Library Assistant; Children's with disabilities Division:** Delta State Public Library, Nigeria **2014- 2019**

**ACQUIRED CERTIFICATES**

* STANDARD FIRST AID –LEVEL C CPR AND AED (2011 PROTOCOL)
* Police check and a child intervention check
* Food Safety
* WHMIS
* FASD
* Medication Administration Training