



# Amina Usman

Copy and paste/ Data Entry

Career Growth:To advance into a supervisory role within data management or administrative support by continuously improving technical and leadership skills."

✉ aminahusman96@gmail.com

☎ +2347048171021

📍 Kano State, Nigeria

🎂 22/08/2003

♀ female

🔗 <https://selar.co/gb2rrb?fbclid=PAY2>

## Education

Environmental health science School of health technology

2023 - 2025

Environmental Health Science is a multidisciplinary field that focuses on how environmental factors affect human health and well-being. It involves the study of physical, chemical, and biological hazards in the environment and their impact on public health.

## Work experience

Naija Hub

2022 - 2024

I just Performed accurate data entry tasks by copying and pasting information from various sources into company databases. Ensured data integrity and formatting consistency while meeting daily deadlines. Maintained confidentiality of sensitive information throughout the process.

## Skills

Typing

Data Entry design

management digital marketing

## Hobbies

Traveling

writing

Reading