

Name: Francis Tita MUTON

Vision:

To be demonstrating professionalism and skill in everything I do, in other to better render service and be of useful relevance to cooperate bodies and society at large.

CONTACT INFORMATION

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Cameroon. Africa

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CAREER OBJECTIVE

To find a challenging position to meet my competencies, capabilities, skills, education and experience.

PERSONAL INFORMATION

Nationality: Cameroonian
Resident of: Cameroon
Birth date: February 26, 1984
Gender: Male
Marital Status: Married
Number of Dependants: 0

EDUCATION

General Certificate of Education Ordinary level

School Attended	Subject Code	Subjects	Grade
Government High School Limbe (GHS Limbe) September 1997 – June 2001	725	Economics	B
	550	Geography	B
	570	mathematics	B
	510	Biology	C
	530	English Language	A
	545	French	A
	515	Chemistry	A

Government High School Limbe

General Certificate of Education Advance Level

(GHS Limbe)

October 2001 – June 2003

Subject Code	Subjects	Grade
725	Economics	B
750	Geography	C
770	Pure mathematics with Statistics	D

University of Buea

Faculty of Social & Management sciences. October 2003 - 2006

Bachelor Degree in Mass Communication

PROFESSIONAL EXPERIENCES

December 2006 – 2010		Employed by FIFFA Bank (www.fiffabank.com)		
Positions Held	Year	Position	Department	Job description
	Dec 06 to June 07	Translation team leader personnel	Communication Department	<ul style="list-style-type: none"> Translate official documents Coordinate team work
	June 07 To Feb 09	Associate Editor Fiffa Magazine	Communication Department	<ul style="list-style-type: none"> Monthly articles for company news
	Feb 09 To 2010	Attaché public relations office	Communication Department	<ul style="list-style-type: none"> Customer relations Company mails Business letters

SKILLS

Skill	Level	Years practiced
MS Word, MS Excel, Power point,	Intermediate	More than 4 years
Leadership (Haggai Institute)	Intermediate	More than 2 years

LANGUAGES

Language	Spoken	Listen	Written
English	Excellent	Excellent	Excellent
French	Excellent	Excellent	Good

REFERENCES

Reference	Relation	Phone	E-Mail
Mr Antoine Madiba Charly	HYSACAM Cameroon	(+237)7735- 0714	antoinechar2000@yahoo.fr
Pastor Nyah Kenneth	National Treasury Cameroon	(+237) 9609-1744	megawordministries@gmail.com

LEISURE

Reading, swimming, long tennis,