

Hodo Lawrence Ebinne

242 Old Odukpani Road, 8 miles,
Calabar, Cross River State

E-mail: dlb02ng@yahoo.com

Born: 21st October, 1984

Phone: 08030471995, 08112953534

WORK EXPERIENCE

SNR Maritime Limited, West Africa

February 2014 — Till Date

Operations Assistant

- Perform administrative duties, compile and send feasibility inspections reports and ensure staff are paid on time
- Make travel plans, ensure validity of travel documents, maintain relationship with middlemen and prepare financials
 - Able Seaman: on board AHTS, carrying out mooring duties, watch keeping, and housekeeping.

Remlords Tours and Travels, Edibe Edibe Road, Calabar

February 2013 — August 2013

Transport Officer

- Service company vehicles, update all vehicle documents and hold safety talks with the drivers
- Take inventory of vehicles' accessories, record mileage, track vehicles and handle driver-vehicle allocation
- Ensure compliance to route directives and safety policies, coordinated logistics, conducted inspection of vehicles

Hott Chops Limited, Calabar

2010

Internal Auditor

- Liaise with manager and accountant, properly disburse money, give purchase receipts, keep petty cash and register monies

Government Day Junior Secondary School, Mutum Biyu, Gassol LGA, Taraba State

2008 — 2009

English Language Teacher/HOD

- Write daily school activity reports and take daily attendance of students in class
- Prepare lesson notes according to school curriculum, compile examination questions and compute assessments

RHES and Company, Calabar, Cross River State

2005 — 2008

Coordinating Officer

- Carry out repairs and maintenance of fire extinguishers, supervise work on construction sites and

ensure work safety and availability of work materials

EDUCATION

Postgraduate Diploma in Human Physiology

2011

University of Calabar, Calabar, Cross River State

B.Sc. Human Physiology

2008

University of Calabar, Calabar, Cross River State

CERTIFICATIONS

- Certificate of Proficiency in Information System Management - 2008
- Basic Mandatory Safety Certificates (STCW '95') – 2009 (updated to STCW 2010, March 2019)
- Certificate of Discharge; National Youth Service Corp - 2009
- Nigerian Institute of Safety Professionals - 2010
- Level 3 Health, Safety and Environment Competence Certificate - 2010
- General Health, Safety and Environment Competence Certificate - 2010
- Oil Tanker Familiarization Certificate – 2011 (Updated 2019)
- Hazard Identification and Control; OSHA, USA - 2012
- Introduction to Safety Management; OSHA, USA - 2012

SKILLS

- Creative and Analytical Thinking
- Computer Application (MS Office Suite)
- Software Installation and Management
- Detail Oriented and Problem-solving skills
- Good Verbal and Written Communication skills

INTERESTS

- Music
- Reading
- Travelling
- Research

- Martial Arts

REFERENCES

Mr. Nnamdi Ishiekwena

Diamond Bank PLC.,
Secretariat Road, Ado-Ekiti,
Ekiti State
08033393068

Pastor Jonny Akpanke

Church of God Mission,
Calabar, Cross River State
07030349771

Prof. Eme Osim

Faculty of Basic Medical Sciences,
University of Calabar, Calabar
08035524412