**OKOYE ONYINYECHI GIFT**

KARU, FCT – Abuja.

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**OBJECTIVE:**

To contribute in whatever capacity is required of me as an individual or as part of a team towards the attainment of corporate objectives of an organization that encourages continuous self-growth and development.

**PERSONAL DATA:**

Date of Birth: 13 – 12 – 1998

Sex: Female

Marital Status: Single

State of Origin: Anambra State

Local Govt. Area: Awka South

Nationality: Nigeria

**KEYS/PERSONAL SKILLS:**

* Excellent Communication and interpersonal skills
* Proficiency in Microsoft office suite
* Good time management and organizational skills
* Ability to work better without pressure
* Creativity in problem solving
* Attention to details
* Customer service orientation
* Ability to multitask and flexible
* High commitment in team work
* Readiness to learn and serve
* Content writing
* Accountability

**INSTITUTIONS ATTENDED WITH DATES**

* Nnamdi Azikiwe University, Awka 2015 – 2019
* Capital City Secondary School, Awka 2009 – 2015
* Divine Foundation Nursery and Primary School, Awka 2003 – 2009

**ACADEMIC QUALIFICATIONS WITH DATES:**

* Edu. BEd, Educational management and Policy/Health Education ( Upper Credit) 2019
* Diploma in Industrial Technology 2015
* West Africa Examination Council (WAEC). 2014
* Junior School Certificate Examination(JSCE) 2012
* First School Leaving Certificate (FSLC) 1999
* Certificate in Human Resources Management 2023

**WORK EXPERIENCE WITH POSITIONS:**

* Community Secondary School, Achalla, Anambra State (2018)

*Position****:*** *Teacher*

*Job Description: I taught Civic Education and as well Health and Physical Education for Junior Secondary.*

* Jacpee Nigeria Ltd (2019)

*position****:*** *cashier*

* *Kelvinfirste photography*

*Position: social Media Manager (2020)*

* *La Luna Hotel and Suites (2020)*

*Position: receptionist*

* *Urban errands and logistics*

*Position: customer care representative (2021)*

* *Stanel restaurant and supermarket (2022)*

*Position: supervisor*

* *Mastermind energy LTD (2023)*

*Position: Business development executive*

* *Lizondo International (2023)*

*position: Social Media manager*

**HOBBIES:**

* Teaching,
* Reading,
* Music and dance,
* Meeting and interacting with people,
* Sports and adventures
* Traveling

**REFEREES:**

* Dr. Chikamso Ike (07049168065)
* Barr. Chimobi Okoye (08037536594)
* Mr Christian okoye Ejike (08136025497)