

# Oni Dorcas

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Address: Oshodi, Lagos.

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## *Objective:*

To be a positive and productive force in any organization that would give me the opportunity to deploy my abilities, potentials, resources and set skills towards achieving her aims and objectives, as well as, having resourceful engagements with existing team members for implementing result oriented plan. To grow and develop my career in this organization; acquire knowledge through coaching and mentorship processes from colleagues and other human capacity development platforms provided by the organization.

## *Job Experience*

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Tribune Newspaper News Department ( News Writer) August 2022 - October 2022

Write news worthy stories Interview and conduct research on different news stories Edit and transcribe news stories

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Koladaisi University Content Creator November 2022 - May 2023

Create contents and advert to help promote the University and to create awareness of it's existence

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Cas Glamour Beauty Palace Stylist And Advert Manager April 2021 -

Create contents and advert to promote sales. Beautifying and styling our clients

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## *Education*

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**Institution:**Koladaisi University

Major:B.Sc

Year of Passing:2023

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**Institution:**Morning Star Comprehensive College

Major:Secondary Education

Year of Passing:2017

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**Institution:**Morning Star International School

**Major:**Primary Education  
**Year of Passing:**2010

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## *Field of Interest*

\* Reading and research \* Volunteering \*  
Travelling \*Engaging in community

development programmes

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## *Skills*

Good Communication Skills • Leadership  
Skills • Critical Thinking • Negotiation Skills  
• Microsoft office-Word, Excel and Power  
Point CERTIFICATIONS • Organizational

and Administrative Skills • Project  
management • People management •  
Program management • Active team player

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## *Strengths*

\* I am very versatile and dynamic \* I work  
well under pressure.

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## *Hobbies*

\* Reading \* Travelling \* Writing \* Working

## *Personal Details*

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**Father's Name :** Oni Gabriel

**Date of Birth :**09/11/2000

**Gender :** Female

**Marital Status :** single

**Nationality :** Nigerian

**Languages Known :** English Yoruba French French