

JOHNBOSCO ONAH

Phone No: +2348139271743

Email Address: Investorbbo@gmail.com

Anambra, Nigeria.

<https://www.linkedin.com/in/johnbosco-onah-8b468a235>

OBJECTIVE

Firstly, developing to the best. Bringing the best into my organization's goals and grow hand to hand with my organization.

EDUCATIONAL INSTITUTION ATTENDED WITH DATE:

□ Institute of Management and Technology, Enugu State, Nigeria
(HND) –Electrical/Electronics Engineering.2010 – 2012.

□ Institute of Management and Technology, Enugu State, Nigeria
(OND) –Electrical/Electronics Engineering.2008 – 2010.

□ St. Charles Secondary School Onitsha, Anambra State.
(WAEC)2001 – 2007.

□ Awada Primary School, Awada Idemili North Obosi.1995 – 2001

TRAINING:

□ Coursera

-The Bits and Bytes of Computer Networking.

-Technical Support Fundamentals.

-Foundations of CyberSecurity.

-IT Security: Defense against the digital dark arts.

-Foundations of Project Management.

- System Administration and IT Infrastructure Services.

□Udemy

-Intro to ChatGPT and Generative AI.

-Discovering Backend Bottlenecks: Unlocking Peak Performance.

□Alison

-How to Write Persuasive Content.

-Sell on Amazon FBA. -Facebook Advertising for Beginners.

-Dealing With Difficult People In Life & Work

□Digital witch Class

-CRMS. -Technical support. -Non Technical support.

WORKING EXPERIENCE

□ Tiger Foods Limited. KM 4, Onitsha Owerri Road, Obosi - Onitsha,
Anambra State (Production Supervisor) AUG 2018 – Till Date

Job roles:

1. Monitor product quality.
2. Meet set target for each machine.
3. Operates and maintain operating equipments.
4. Ensure that every roll brought inside the production halls are printed with the correct batch coding before usage.
5. Collection/Entering of datas using micosoft.
6. Submission of output using Sage ERP Crm.
7. First, second, third and fourth quarter annual audit
8. Weekly reconciliation of raw materials and finished goods, CRM wise and physical wise.
9. Human relation management.

WORKING EXPERIENCE

□ **New Man Projections.No 4 school road ugwuagba obosi Anambra State
(Solar energy consultant) JAN 2016 - AUG 2018**

Job roles:

1. Solar installation and supervision.
2. Hardwares sales.
3. Lead generation of prospective clients
4. Collection/Entering of datas using microsoft.
5. Appointment setting,
6. Scheduling meetings on zoom and googlemeeet.
7. Sealing up deals and contracts.
8. Contracts executing.

WORKING EXPERIENCE

□ **National Youth Service Corps. Opobo/Nkoro, Rivers state. 2014 - 2015
Corps member**

Job roles:

1. Teaching
2. Collections/Entering of datas using micrisoft.
3. Community development services (CDS).

PERSONAL SKILLS:

1. Data entry
2. Transcriptionist
3. Human resources assistant
4. Customer service
5. Market researcher
6. Technical Support
7. Virtual Assisting
8. Recruiting co-ordinator
9. Online tutor
10. Proofreading/Editing
11. Content writing

HOBBIES:

Indoor games