

CURRICULUM VITAE

PERSONAL INFORMATION

Full Name:	Blessing Amara Okeke
Gender:	Female
Nationality:	Nigerian
Marital Status:	Single
Phone:	08174371638 / 08089717730
Email:	Blessingtpraiz@gmail.com

CAREER OBJECTIVE

A fresh graduate currently looking for a full time position in your company. I am an industrious, motivated and highly productive employee. I have developed a diverse set of skills and qualities which I believe will add value to your team in this role. I am a strong communicator, a supportive collaborator and my problem solving capabilities mean I will always take ownership of difficult challenges whenever they occur. I am ready to take up this position with your company and I see it as an opportunity for me to work alongside other talented and like-minded professionals, who all want to achieve great things for their employer.

EDUCATIONAL BACKGROUND

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| ➤ First School Leaving Certificate
Blossom and Buds Primary School,
Kaduna State | 2004 – 2009 |
| ➤ Lapan college | 2009 – 2015 |
| ➤ Federal Polytechnic Oko (OND) | 2016 – 2018 |
| ➤ Federal Polytechnic Oko (HND) | 2020 – 2022 |
| ➤ National Youth Service Corps | 2023 – 2024 |

EXPERIENCES

- | | |
|--|-------------|
| ➤ Sales Representative
Victory Star Paint Nigeria Limited | 2017 – 2018 |
| ➤ Sales person
Plate line, Onitsha, Anambra State. | 2018 – 2019 |
| ➤ I.T Personnel
Janny fashion house,
Ugwan yelwa, Sabon Tasha
Kaduna, Kaduna State. | 2019 – 2020 |
| ➤ I.T Personnel | 2020 – 2021 |
| ➤ Food service assistant
Xharks Lounge | 2022 – 2023 |

RELEVANT SKILLS

Communication skills

Ability to convey complex ideas in a straightforward manner Active listening skills clear and concise written and verbal communication

Time management

Effective prioritization of task Proven ability to meet deadlines efficient use of time and resources

Adaptability

Flexibility in handling changes and unexpected challenges Openness to new tools and technologies Ability to pivot quickly when needed

Self-motivation

Demonstrated ability to work independently proactive approach to tasks and problem solving Result driven mindset and building customer loyalty

Organization Ability

Putting ideas and materials together in order for efficiency

Administrative Ability

Able to handle duties required to achieve work progress.

REFEREES

Mr Emmanuel Arinze.
Cardinal Chemical LTD,
Kano road, Kaduna, Kaduna State.