

OKEGHENE OGHENEREKE MILLICENT

No 5 Orogun road, Ibadan, Oyo State

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08107021008

GENDER: Female

OBJECTIVE:

To obtain a career within an organization that would give me a chance to work diligently with an effort and vision that will help in achieving the organizational goals and objectives while enhancing my skills and knowledge.

PROFILE

A graduate of biochemistry with additional education in Computer and Safety Courses, Intuitive, highly motivated individual with a good sense of hospitality, planning, leadership and communication skill.

SKILLS

- Culture and change management
- Leadership capacity
- Understanding and influencing the environment
- Good communication
- Exposure to Microsoft Word, PowerPoint, Excel, Photoshop, Paint and Corel Draw.

WORK EXPERIENCE

- March 2019-March 2020
College of Medicine, University of Ibadan, Oyo state (Place of Primary Assignment, NYSC)
Administrative Assistant
- February 2019-March 2019
Assistant Presiding Officer (APO), INEC ADHOC Staff, Delta state.
- October 2018-March 2019
Independent National Electoral Commission (INEC), Delta state.
Secretary
- September 2016-December 2016
Johvet Herbal Enterprise , Delta State
Sales Agent
- January 2013-June 2013
Abundance Group of Schools, Delta State
Biology Teacher

EDUCATION AND TRAINING

- October 2019-January 2020
LEAM Consulting Limited
 - o Health Safety and Environment Management (HSE) 1, 2 & 3 + Basic First Aid

- **June 2019-March 2020**
ICT CDS Group, NYSC Secretariat, Ibadan, Oyo State
 - **Information Communication and Technology (ICT) Training**
- **November 2014-May 2018**
Delta State University, Abraka, Delta State
 - **B.Sc. Biochemistry – Second Class Upper**
- **June 2017-August 2017**
Warri Refining Petroleum Company (WRPC), Delta State
 - **Industrial Training**
 - ✓ Carbon black laboratory
 - ✓ Poly-propylene laboratory
 - ✓ Gas laboratory
 - ✓ Fuels laboratory
 - ✓ Water laboratory
- **September 2007-July 2013**
Best Model International School, Delta State
 - **West African Leaving School Certificate Examination**
- **September 1999-May 2007**
God's Anointed Academy, Nursery and Primary School, Delta State
 - **First Leaving School Certificate**

HOBBIES AND INTEREST

- Learning
- Reading
- Researching
- Mentoring
- Playing chess