

## Okoli, Chukwuanu Chukwunonso

No 1 Unity Close off Peter-Agah Sreet, Oke-Afa Isolo, Lagos.

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**PROFILE:** An astute young professional with records of optimising expectation and exceeding goals in a timely and unparalleled manner; flexible and versatile enough to handle work description outside the scope of my experience and willing to move across industries.

### Objective

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A happy individual with a quest to give support services to a distinctive team of result oriented individuals, while being pruned in the process.

### Personal information

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Sex: Male

Marital Status: Single

### Education

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UNIVERSITY OF IBADAN, IBADAN, OYO STATE. 2015 – 2016

MASTER OF SCIENCE: POLITICAL SCIENCE / PUBLIC ADMINISTRATION

UNIVERSITY OF IBADAN, IBADAN, OYO STATE. 2008 – 2012

BACHELOR OF SCIENCE: POLITICAL SCIENCE (Second Class Honours)

### Work Experience

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#### **Safety and Security Supervisor (Contract); Edinburgh International West Africa (2014- 2016)**

- Lead a team of safety and security personnel to ensure the safety of client during projects.
- Oversee all aspects of the day-to-day conduct of the project security program and protocols.
- Maintain constant liaison with the client POC on all project security matters – PA or Client Driver
- Manage and coordinate all project security and safety programs, plans and policies.
- Tender timely situation reports and Incident reports as when necessary using Microsoft Word to the Chief Operations Manager (West Africa).
- Take charge of Journey management operations on clients projects
- Ensure safety of client and clients assets at all times.
- Create schedules/roster for team members using Excel spreadsheet
- Convene periodical team safety meetings and pep talks.
- Ensure company assets in use for projects (worth an excess of 4 Million Naira) are in good working condition and fit for day to day operation
- Recommend tune ups and maintenance jobs as when due on aforementioned assets.
- Write reports and perform over tasks as assigned, when need be.

#### **Government Tutor – National Youth Service Corps (2013- 2014)**

- Developing course content in Government and ensuring it aligns with the national educational standard.
- Teaching students in Government in accordance with the developed course content outline and to meet the school's objectives.
- Prepare end of term examinations, preparing the students for the examinations, grading the exam scripts and recording the results.

**Milestone:** Community Development Service (CDS) President of the NYSC/MDGs' CDS group, Oshimili South, Asaba- Delta State.

#### **Stock Manager, Collins Groupe Limited, Ibadan Oyo state (2006-2008).**

- Effectively managed the warehouse, received and distributed goods to and from the various shops of CGL in Ibadan and Katangora shop in Northern Nigeria
- Wrote reports and balanced stocks at the end of the year or a particular product at intervals

- Equally undertook the waybill to other parts of Nigeria depending on demands
- I rendered auxiliary responsibilities as assigned (bank deposit, vehicle maintenance, etc.)

## **Voluntary Experience**

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### **Assistant Transport and Organizing Secretary-NCCF (2013 - 2014)**

- I was in charge of the logistics in the organization, the maintenance officer, the assistant chief driver, in charge of the sound system and its maintenance
- Directly reports to the Transport and Organizing Secretary and indirectly to the General Secretary
- Served different committees during special events and conferences.

### **Speaker (2011-2012):** Faculty House of Representatives (FHR), Faculty of the Social Sciences Students' Association, University of Ibadan.

- I was responsible for over 1,200 members of the Faculty in the Legislative Arms of the Faculty
- I skilfully chaired the House that approved budgets, disciplined erring members, served as the nexus between the Executive, the Legislative, Faculty members and the Faculty Staff Advisers.
- Organized programmes like "Parliamentary Day" among several others.

**Milestone:** Ensured accountability, recovery of unremitted funds from the previous administration and established effective relationship between the Executive and House, the Dean, Staff Advisers among others.

### **Committee Head (2009-2011):** Students In Free Enterprise (SIFE)/ENACTUS, University of Ibadan

- I functioned as Committee head of Indommie Community, in which we distributed carts, gass cooker and other utensils, as well as training to some social workers to earn a living, thereby keeping them off the street.
- I equally functioned under the SIFE/BATN Committee that saw to the construction of a cassava cottage industry in Ido community of Oyo state, thereby making available all the needed equipment needed for processing of raw cassava
- During my two years in SIFE, I equally participated in Biogas community, Skill acquisition training for the unemployed among several others.

**Milestone:** We touched lives, partnered with big institutions, we lived, loved and laughed. Most importantly, we won using some of the above mentioned projects in SIFE National competition.

## **Certification:**

- Energy Commission of Nigeria (ECN) and National Youth Service Corps (NYSC) certificate of participation: 2013 ECN-NYSC Renewable Energy Project (REP) Training Workshop. Federal College of Education (Technical) Asaba 18<sup>th</sup>-22<sup>nd</sup> November 2013
- Certification for Onshore Health, Safety and Environment Level 1 and 2 (HSE Compliant Course) – 2013
- Certificate of participation in A 3-Day Conference organized by Peace and Conflict Studies Programme, Institute of African Studies, University of Ibadan. Theme: The Security Sector and Conflict Management in Nigeria, held 14<sup>th</sup> -16<sup>th</sup> August 2012.

## **Abilities/Soft Skills**

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- Strong inter-personal and relationship skills, driven by a passion for getting things done
- Experience and capability to work as part of a diverse work force and independently when need be
- Very good stress management, with a penchant for meeting up with deadlines
- Self-confidence and ability to transmit optimism
- Knowledge and proficient use of Microsoft Word, SPSS, Excel, Power point, processing package and basic computer applications
- Good in research works and book/journal review.

## **Referees**

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Available on request.