

ONWUASOANYA GLORY GIFT

No21,Adeoyo Hospital Route,Beside Filade, Ring Road Axis, Ibadan, Oyo State

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PERSONAL INFORMATION

Marital Status: Single
Sex: Female
Date of Birth: 30th November, 1990
Nationality: Nigerian
State of Origin: Abia
Local Govt Area: Isialangwa South
Place of Birth: Ilesa, Osun State
Qualifications: BSc



CAREER OBJECTIVE

Seeking an organization where I can serve in best possible way with sheer determination and commitment, utilizing my skills in achieving organizational goals as well as enhancing my working capacities, professional skills and business efficiencies.

SUMMARY OF SKILLS

- Excellent in oral and written Communication Skills.
- Ability to work with minimal supervision
- Good managerial and Interpersonal skills.
- Good ICT knowledge and Reporting skills.
- Team work, motivation and perseverance.
- Time Management and confidence.
- Using initiative and Hardworking.
- Problem solving and leadership skills.

EDUCATIONAL QUALIFICATIONS

2011- 2015 University of Nigeria Nsukka (UNN), Enugu State
B.Sc. (Hons) Management (Second Class Upper Division)

2008-2010 The Federal Polytechnic Ado-Ekiti, Ekiti State

National Diploma (ND) Business Administration and Management
(Distinction)

2000-2006 Betgad Model College Ilesa, Osun State
Senior Secondary School Certificate (SSCE- WAEC & NECO)

1994-2000 L/A Primary School Ilesa, Osun State
Primary School Leaving Certificate

ADDITIONAL CERTIFICATES

NYSC Discharged Certificate

WORK EXPERIENCE

June 2016 - May 2017 **Zumratul Hujaj Community Grammar School, Ibadan. (Place of Primary Assignment NYSC)**

POSITION: Economics and Civic Education Teacher (NYSC)

JOB DESCRIPTION

Prepared and gave lessons to students.

Marked and recorded students work to give proper feedback and records of pupils' Progress and development.

Prepared pupils for qualifications and external examinations.

Monitored pupils' behaviour in the classroom and on school premises, and apply Appropriate and effective measures in cases of misbehaviour.

Supported pupils on an individual basis through academic or personal difficulties.

July 2013 – February 2014 **Everlead Communications, Opposite Glo Office, Challenge, Ibadan, Oyo State**

POSITION: Sales Representative

JOB DESCRIPTION:

- Served customers by selling product and meeting customer needs

- Coordinated sales effort with team members, superiors and other departments
- Reached out to customer leads through phone calls to receive and deliver order.
- Provided speedy solution to customer problems and complaints to maximize satisfaction.
- Supplied management with reports on customer needs, problems, interests and competitive activities.
- Prepared financial reports of sales and kept proper records of sales trend

September 2010 – May 2013 BUGSEP Ventures, Ilesha Osun state.

POSITION: Sales / **Business Development Manager**

JOB DESCRIPTION:

- Projected sales strategies and forecast sales
- Communications and convincing of potential customers, also kept customer's directory
- Order delivery and monitored sales trend
- coordination of team members.
- Address customers complaints and file serious ones to be treated by appropriate department.
- Accurate and detailed records of sales and prepared financial reports daily

REFERENCES

Mr S. Oyedeji
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