MICHAEL. C ANI

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Objective

Looking to be connected with a progressive and established company where I will have the chance to help the insight of its goals, while at the same time being exposed to an environment where my skills and capabilities will be utilized.

Skills

Strong Communications, Customer Retention, Sales Consultation, Record Keeping, Marketing Communications, Tech-Savvy, Microsoft Suite, full-stack developer, Inter-personal Relationship and Customer Service.

Work Experience

Monitoring and Evaluation Officer

C2H foundation – Present

- ❖ Develop and strengthen monitoring, inspection and evaluation procedures
- ❖ Monitor all project activities, expenditures and progress towards achieving the project output.
- ❖ Recommend further improvement of the logical frame work.
- ❖ Develop monitoring and impact indicator for the project success.
- ❖ Monitor and evaluate overall progress on achievement of results.
- ❖ Assist the Project Manager in preparing other relevant reports.

Dev Tutor

Digital Dreams Academy – September 2022 - Present

- ❖ Ensure that each customer receives outstanding service by providing a friendly environment.
- ❖ Prepare lessons by studying lesson plans, reviewing study materials in detail to understand the topic to be taught.
- ❖ Teach and provide additional projects when needed during a session.
- ❖ Responsible for helping students learn and understand new concepts and complete assignments.
- ❖ Trained and mentored new associates, worked with management to implement department goals.
- ❖ Consistently set monthly records.
- ❖ Recognized for outstanding performance in achieving the set monthly record and developing a rapport with clients.

Education

Christ the King College, Onitsha, Anambra State
- ➢ Second supportive speaker, Anambra state Child Parliament - 2015

Digital Dreams ICT Academy, Enugu, Enugu State
- ➢ Full-Stack Web Design and Development - 2019
- ➢ Microsoft Office Suites Packages

Ani Michael. C