

# **CURRICULUM VITAE**

## **PERSONAL DATA**

FIRST NAME:	NANCY
MIDDLE NAME:	WENE
LAST NAME:	INI
HOME ADDRESS:	207A LEE HIGH RD, LEWISHAM
GENDER:	FEMALE
NATIONALITY:	NIGERIAN
D.O.B:	JAN 8, 1976
CONTACT NO:	+447939955524
EMAIL:	<a href="mailto:nancyweneini@gmail.com">nancyweneini@gmail.com</a>
MARITAL STATUS:	SINGLE

## **PROFILE**

A system engineer with a wide interest and knowledge in all fields of computer engineering including, web design, system maintenance, repairs and training. Excelled very well where I got my diploma with cum laude (highest achievement) and at all my previous jobs. I got on well with people at all levels, adapted quickly to new skills and environment. Delivered to all the tasks assigned to me. Have initiative and can work well independently or as part of a team.

Reliable, punctual, always co-operative, hardworking, willing and eager to learn new tasks or skills quickly.

## **EDUCATIONAL QUALIFICATION WITH DATES**

PRIMARY SCHOOL LEAVING CERTIFICATE	1982 – 1988
SECONDARY LEAVING CERTIFICATE	1989 – 1994
NATIONAL EXAMINATION COUNCIL	2014
DIPLOMA IN COMPUTER STUDIES	1998
CERTIFICATE IN COMPUTER ENGINEERING	2008
CYBER SECURITY	2018

WORDPRESS DIPLOMA	2020
MICROSOFT OFFICE DIPLOMA	2020
CISCO	2021

## WORKING EXPERIENCE

END MARINE SERVICES	SECRETARY	1998 – 2000
OVERSEES AGENCY NIGERIA LTD	COMPUTER OPERATOR	2000 – 2012
NANCYWENE COMPUTERS	ENGINEER	2012
TOP EXPRESS MARINE SERVICES	SECRETARY	2014 – 2018

## KNOWLEDGE

Knowledge on Cloning of Desktop Computer (from start to finish), Computer repairs, troubleshooting, Maintenance, and Networking (Assigning IP addresses). I have been in the ICT field for over 15years. Trained more than a hundred (100) on the Basis of Computer up to Diploma in Computer and Computer Engineering. I have worked with Microsoft Office applications like Word, Excel, PowerPoint, Outlook Express 2007 & 2016 and presently undergoing a Microsoft Access (how to create a database), HTML5 and PHP training.

I also have knowledge on WordPress which I have used in creating and developing websites.

Also, I run an NGO called THE CARE DIMENSION FOUNDATION, where we feed and care for the poor, less privilege, Widows, Old people and also reach out to orphanages. Our website is [www.caredimensionfoundation.org](http://www.caredimensionfoundation.org). I have also volunteer to help out in a CHARITABLE FOUNDATION where we care for Children and young adults. I am an Author. I have written five (5) books of which three (3) have been published. Amongst which are:

1. WIDOM NUGGETS – PUBLISHED 2006
2. MARRIAGE RECIPES – PUBLISHED 2007
3. MORAL CONDUCT FOR SINGLES – PUBLISHED 2008
4. PRINCIPLES FOR SUCCESSFUL MARRIAGE – YET TO BE PUBLISHED
5. CONSEQUENCES OF DIVORCE – YET TO BE PUBLISHED

## REFERENCES