

# UWEDE EFGHENE OGHENETEKOME

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## PROFILE STATEMENT

Versed and talented recent graduate with extensive skills in Administration and Human Resource. Demonstrates good knowledge of managerial principles and use of Microsoft Office tools. Proactive, results-driven, resilient, and creates high-quality professional relationships with clients and colleagues with impressive communication skills and interpersonal relations skills.

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## EDUCATION

- **OBAFEMI AWOLOWO UNIVERSITY (2015-2020)**  
B.A. History and International Relations (Double Hons).
  - **OAU CENTRE FOR DISTANCE LEARNING (2014 – 2015)**  
Advanced level certificate (JUPEB).
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## SOFT SKILLS AND TECHNICAL COMPETENCIES

- Microsoft Office Suite (Beginner).
  - HTML and CSS (Beginner).
  - Problem Solving & Critical Thinking.
  - Leadership & Networking Skills.
  - Multitasking
  - Fast learner & Team Player.
  - Effective Communication & Presentation Skills.
  - Research & Organisational Skills.
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## IMMEDIATE CAREER OBJECTIVE

- To start off my career and grow my experience/knowledge by putting my best foot forward in all

situations.

- To challenge myself with every given task with the aim of learning, relearning, and unlearning.
- To work with a forward looking, innovative & fast-paced company with strong corporate values.

#### CERTIFICATIONS (MEMBERSHIP OF ANY PROFESSIONAL BODIES)

- Agile Project Management
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#### REFERENCE(s)

Available on request