| Aniola Precious | horizontal line Aniola Precious No 3, Moderate Nuga Close, Amje Alakuko Lagos State.  08135735767  precioustreasung@gmail.com |
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| Professional Summary | horizontal line  Reliable employee and engagement officer with energetic and resourceful customer service professional. A  progressive and deep thinker with excellent analytical skills possessed 2 years’ experience as a journalist.  Excellent in researching, writing of wide range of topic, covering the real time news and in presenting  them. Proficient in working in shifts and to work in a 24 /7 work environment and the ability to investigate incidents deeply. |
| Professional **Experi**e**nce** | horizontal line Edo Broadcasting Service/ Graduate TraineeJan 2021 - 2022  * Covered a range of areas for local dailies. * Entertained the interview of special guests in front of the camera. * Managed the documentations of reports. * Presented the actual report in case of live telecast.  Lonice Events/ Finance ManagerFeb 2019 - Dec 2021  * Reconciled daily sales account records with cash inflow. * Collaborated with the marketing department in developing strategies to drive growth and profitability. * Tasked with all cash transactions involving the company’s bank accounts.  Youth Corper  * Prepared, submitted press materials that were precise and effectively conveyed the message. * Took photographs of incidents that occured. |
| Personal Qualities | horizontal line   * Unmatchable communication skills in both written and verbal languages. * Proficient in handling the pressure and giving the best result. * Ability to work in a team as well as an individual. |
| Leadership/ Volunteer Experience | horizontal line President/ Editorial And Publicity CDS GroupDec 2017 - Oct 2018 ● Working with the vice President and other executive, discuss any problem and project to be  done in the community, also taking minutes and forward to schedule officer and colleagues  ● Organized talk shows within schools. Personal Assistant/NULGE Chairman / Sapele Local Government CouncilMar 2018 - Oct 2018 ● Monitored a reporting Chairman email and responding if required  ● Prepared communications on behalf of a manager  ● Answering phone calls  ● Organized travel and itineraries  ● Organized and planning meetings  ● Took notes and writing minutes during meetings  ● Conducted or prepared any research that the Chairman may require  ● Various ad hoc requests |
| Certification | horizontal line Dec 2017- Oct 2018 National Youth Service Corps certification Jan 2017 - Oct 2016 Higher National Diploma in Mass Communication  . Jan 2016 - Jun 2019 First School leaving Certificate |
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| Skills | horizontal line Languages English  Igbo Skills  * Excellent leadership skills and teamwork * Microsoft Office Package * Communication and effective time management * Proficient Interpersonal Skills * Traveling Coordination  Interests  * Research * Public speaking * Enlightenment * Charity |
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| References | horizontal line   1. Comrade. Igeyen Mercy   Sapele NULGE Chairman  Phone number: +2347031100693   1. HON Owumi Idowu   Phone Number: +2348036604323. |
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