

# OMEIHE CHIBUZOR COLLINS

Block 23, flat 3 Bonny Cantonment, Victoria Island Lagos, ,  
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## PROFESSIONAL SUMMARY

Detail-oriented quality assurance chemist, with exceptional analytical abilities and strong managerial acumen. My approach to quality assurance is grounded in a steadfast commitment to sound judgement, guided by clearly defined policies, procedures, and techniques. I am eager to leverage my top-tier analytical expertise to spearhead quality operations, ensuring the utmost in product consistency and quality.

## EDUCATION

**The Federal Polytechnic Nekede Owerri**  
Science Technology (Chemistry)  
HND (Upper Credit)  
2017

## PROFESSIONAL CERTIFICATION

<b>Fundamentals of Digital Marketing</b> Google Digital Skills For Africa	May 2020
<b>Proficiency Certificate In Management</b> Nigerian Institute Of Management (Chartered)	January 2019

## SKILLS

- \* Detailed oriented
- \* Organization and time management
- \* Manages project effectively
- \* Communicates effectively
- \* Openly expresses ideas
- \* Strong work ethic
- \* Critical Thinking/Decision making
- Problem identification/resolution

## TECHNICAL SKILLS

\* Knowledge of basic safety standards \* Sound knowledge of GMPs and SOPs \* Ability to reduce waste and increase efficiency

## EXPERIENCE

<b>Index Brook Limited</b> Front Desk/ Office Assistant	February 2020 - Present
<ul style="list-style-type: none"><li>* Provided exceptional customer service by addressing client inquiries and resolving complaints.</li><li>* Managed incoming and outgoing mail and deliveries to ensure efficient distribution.</li><li>* Oversaw inventory of office supplies and initiated orders as needed.</li><li>* Maintained accurate and organized records and files.</li></ul>	
<b>Belvys Food Limited</b> Production/ Packaging ]	2019 - 2020
<ul style="list-style-type: none"><li>* Facilitated custard powder manufacturing processes.</li><li>* Managed packaging and labeling of final products efficiently.</li></ul>	
<b>Issele-Uku Technical College, Issele-Uku Delta State</b> Teacher	May 2018 - March 2019
<ul style="list-style-type: none"><li>* Utilized effective communication skills to explain complex scientific concepts.</li><li>* Implemented innovative teaching methods to foster a deeper understanding of scientific principles.</li><li>* Increased student engagement through interactive science demonstrations.</li></ul>	
<b>Ray-Queen Table Water</b>	September 2017 - March 2018

- Quality control/Production supervisor
- \* Managed quality Control and production processes.
- \* Analyzed raw and treated water for quality assurance.
- \* Supervised and optimized production operations for efficiency and quality assurance.

**Nigerian Army Drug Manufacturing Company Limited**

*March 2015 - October 2015*

[Intern] Quality Assurance Department

- \* Conducted inspections on raw materials.
- \* Monitored in-process procedures.
- \* Contributed to the analysis of raw materials and finished products.
- \* Documented calibration records for quality assurance purposes.

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**INTERESTS**

- \* Technical Research
- \* Getting acquainted with others
- \* Digital Technology

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**PERSONAL STRENGTHS**

- \* Optimistic \* Confident \* Honesty
- \* Effective time management

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**PERSONAL PROFILE**

Marital Status	: Single
Nationality	: Nigerian
Sex	: Male
State of Origin	: Imo State
LGA	: Mbaitoli LGA
Known Language	: English, Igbo

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**REFERENCE**

**Mr. Okeke Darlington - "Medical HQ Nigerian Army"**  
08062397466

**Mrs Roseline Nnabugwu - "The Federal Polytechnic Nekede Owerri"**  
08064363836

**Mr. Anthony Opara - "Federal Palace Hotel V/I Lagos"**  
07032959622

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