**BAMELI HAPPINESS OCHUWA**

**Contact Address**: No 12B Akede street Basorun, Ibadan, Oyo state

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**PROFILE SUMMARY**

A highly organized, resourceful and performance driven graduate of ACCOUNTING. Skilled in comprehensive knowledge of office administration, human resources & project management and other general management skills; able to provide a high level of outstanding customer service management. Presently seeking to work in an organization where I can use my knowledge and competently apply my skills in a challenging and dynamic environment that fosters and rewards positive attitude, proactive work style, team playing and shared goals.

**PERSONAL DETAIL**

Gender: FEMALE

Marital Status: Single

**CORE SKILLS & COMPETENCIES**

* Public Speaking/Presentation Skills
* Excellent Customer service Skills
* Client Relationship Management
* Strong written and verbal communication.
* Good management and organizational skills.
* Strategic planning and tactical execution
* Excellent organizational skills, interpersonal skills; ability to independently prioritize multiple tasks and work to deadlines.
* **EDUCATION**

**HND----Accounting 2019**

The Polytechnic, Ile-Ife Osun state

**OND----Accounting 2016**

The Polytechnic, Ile-Ife Osun state

**Senior Secondary School Leaving Certificate (S.S.C.E) 2014**

Lolaolu Comprehensive College, Lagos state

* **WORK EXPERIENCE**

**Subject teacher (business studies) March 2020 - February 2021**

Fortunate foundation college (NYSC Primary Place of Assignment)

**Secretary August-May 2017**

Raphael and Son Electrical Company

**HOBBIES/INTERESTS**

Reading & Researching.

**REFEREES**

Available on request