

# IGUNBOR NICHOLAS

3, Erenure Street off NNPC depot ikpoba hill,

Benin City.

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[Nickoklaus5@gmail.com](mailto:Nickoklaus5@gmail.com)

A knowledgeable and corporate graduate equipped with excellent numeric, interpersonal and communication skills. A good team player, yet, able to work unsupervised if job responsibilities demand so. Ability to carry out work effectively and efficiently even under tight reporting schedule. Focus and result-oriented, with a creative and analytical mind and great ability to adapt quickly to new models while enjoying job satisfaction. Strives in challenges, and can prioritize complex workload, follow all projects through to completion and meet deadlines. Always willing to learn and utilize given opportunities to acquire more knowledge to remain relevant in a dynamic and highly-competitive world.

## PROFESSIONAL EXPERIENCE

### EDO STATE COMMAND AND CONTROL (ECC)

#### EMERGENCY RESPONSE CONSULTANT

**November 2020 till present**

1. Answering and proffering solutions to emergency situations across the state.
2. Coordinating with various agencies and response forces to deliver adequate and swift response to emergencies.
3. Operating copy equipment, printers or other equipment necessary.

#### EDO HELPLINE UNIT

**September 2020 till November 2020**

#### Call Agent

1. Daily answering of calls from callers in life threatening situations from citizens of the State.
2. Escalation of reported incidents to the Manger and appropriate authorities for immediate action.

**GODWIN OBASEKI CAMPAIGN ORGANIZATION****August 2020 till September 2020****Team Supervisor**

1. Organization of team members in making outbound calls to citizens of the state and getting their responses towards the gubernatorial candidate.
2. Collating daily reports on both inbound and outbound calls and submitting the reports to the manager.

**EDO STATE COVID-19 RESPONSE AGENCY****Help Agent****JULY 2020**

1. Providing information about Government policies and safety procedures of covid-19 to Citizens of Edo State.
2. Receiving complaints as concerning health, security and basic amenities from citizens of the State.
3. Escalating suspected cases of the corona virus to the Approved Health Monitoring Team in the State.

**Iffe Town community college, Akwa Ibom State, NIGERIA (NYSC)****November 2016-October 2017****Teacher**

1. Taught Biology to senior secondary students.
2. Supervising tests and Examinations

**KEY SKILLS**

**Managerial Skills:** Ability to effectively manage time to meet deadlines, with high responsiveness to goals and values.

**Customer Service Skills:** Ability to effectively communicate with clients of diverse kind, knowing when to listen, when to speak and how to speak.

**Computer Skills:** Good knowledge of IT based concepts. Ability to effectively use Microsoft Office Suite (word, excel and power point).

**Personal Skills:** High level of integrity and reliability. Ability to follow instructions and procedures up to the tiniest detail.

**OTHER QUALIFICATIONS**

Crownforte Emergency response consultant certification (2020)

Certification in Health Safety and Environment (2020)

National Youth Service Corps Certificate of National Service 2017

**EDUCATIONAL QUALIFICATIONS/BACKGROUND**

University of Benin (Nigeria) M.Sc. Environmental and Public health 2022

University of Benin (Nigeria) B.sc (Hons) Microbiology 2015

Ruth Group of Schools Senior School Certificate Examination 2008

REFEREES Available on Request