

OZOMMA CHUKWUEBUKA



henryozomma1@yahoo.com



08146071870



[linkedin.com/in/henry-chukwuebuka-ozommah](https://www.linkedin.com/in/henry-chukwuebuka-ozommah)

Summary

SUMMARY

- Excellent technical and mathematical abilities.
- Excels in delivering precise and goal oriented results
- Completed an honors' degree in botany.
- Front-end developer.
- Excellent in people relations and leadership skills
- Excellent team work and leadership.

Experience



Senior Auditor

Restaurant Associates

Jan 2020 - Nov 2020 (11 months)

- Taking stock of every good bought and sold.
- Reporting loss, damage and any discrepancies to the supervising authorities.
- Maintaining proper documentation of receipt for every good purchase.
- Making monthly audit reports about the expenditures of the organization
- Calculating the salaries of the other employees of the organization.



Onamba farms

Agricultural and Farming Jobs

Jan 2021 - Nov 2021 (11 months)

- Taking stock of every good bought and sold.
- Reporting loss, damage and any discrepancies to the supervising authorities.
- Maintaining proper documentation of receipt for every good purchase.
- Making monthly audit reports about the expenditures of the organization
- Calculating the salaries of the other employees of the organization.

WORKING CAPACITY

- Excellent planning, coordinating and reporting skills; hence the ability to organize a substantial workload consisting of complex/diverse tasks and responsibilities.
- Ability to help the company to achieve its business goals by supporting the different processes.
- Excellent communication skills to facilitate ease in passing information.
- Aware and open to continuous development in the business sector

Education



federal government college enugu

SSCE

2012 - 2014



Nnamdi Azikiwe University

Bachelor's Degree, Botany/Plant Biology

2015 - 2019



alx africa

virtual assisatnt, personal assistant

2022 - 2022

Skills

communication skills • documentation • english • process engineering • reports • spanish •
supervisory skills • Front-End Development • Python (Programming Language) • Team Leadership