

ILOH, JULIET NZUBE

#21 Olumide Odsusola Street, Awoyaya, Ajah, Lagos State

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OBJECTIVE

A competent graduate of Economics with expertise in marketing and education, with a keen interest in financial system and is capable of producing high performance in any institution, also willing and capable of learning new things and can work effectively with little guidance.

EXPERIENCE(S)

- **Impact Professionals, Lagos** *2020 - present*
Audit Assistant
Monitor and analyze clients' financial reports
Access finance and budget reports
Verify and inspect account receivable and ledgers
Check, inspect and reconcile bank deposits and payments
Check that all accounting and clients' databases are updated and functioning properly
- **Government Girls Secondary School, Kiru, Kano (NYSC)** *April, 2019 - February, 2020*
Economics Teacher
Taught Economics in Senior Secondary Classes
Set Examination Questions
Marked and grades answer sheets
Served as the Associate Dean of the Faculty of Accounting
- **Buymore Minimart, Pan African University, Lagos** *2018 - 2019*
Sales Manager
Attended to customers
Recorded of daily sales
In charge of ordering and offloading of goods Kept records of good purchased
- **Merit Private School, Okun Ajah, Lagos** *2017*
Teacher (Primary Class)
In charge of the Primary 5 class
Taught and catered for the pupils
Set the examination questions of the students
Marked and graded answer sheets
- **Royal Packaging Industries, Ojuore Ota, Ogun State** *2016*
Machine Operator
Operated the machine for packaging products
Kept records of packaged products
- **Euroglobal Distillers and Food Industries** *2015*
Packaging Officer
Packaged products and arranged them for delivery

EDUCATION

- **University of Nigeria, Nsukka** **2018**
Economics
Second Class Upper (4.21) (Bachelor of Science, B. Sc)
- **Iganmode Grammar School** **2013**
Senior Secondary Certificate Examination (SSCE)
- **Olaolu Primary School** **2002**
First School Leaving Certificate (FSLC)

SKILLS & INTEREST

- Good oral and written communication skill
- Ability to work effectively and efficiently with little or no supervision
- Good presentation and reporting skill
- Excellent analytical and problem-solving skill
- Proficient in Microsoft Office
- Good organizational skills and time management skills
- Strong aptitude for math
- Strong Accountable and efficiency skills
- Customer Service and people skills

CERTIFICATE, ACHIEVEMENTS & AWARDS

- Human Resource Management, Synergy Solution Limited - In View
- Certificate in Fundamentals of Digital Marketing, Google Digital Skills for Africa, 23rd June, 2019
- Member, Entrepreneurial Action in Us (ENACTUS), University of Nigeria Nsukka (2018)
- Member, Nigeria Economics Students' Association (NESA), University of Nigeria Nsukka (2016 2017)
- Certificate of participation in Working Safety and Work Attitude Seminar Held by Project Afrinity Limited: Training, Recruitment and Project Management Services, on 22nd October, 2015
- Certificate in Practical First Aid, Nigerian Red Cross Society, 28th August, 2012
- Certificate of participation in First Aid/Leadership Training and Camping, Nigerian Red Cross Society, held at Salawu Abiola Camp, High School, Osiele, Abeokuta, on 8th August, 2010

LANGUAGE

- English
- Igbo
- Yoruba

REFERENCE

- **Available on Request**