

OMENAI EPHRAIM IYIOSALA

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PERSONAL DATA

Gender:	Male
Marital Status:	Single
Date Of Birth:	8th November, 1994
State Of Origin:	Edo State
Nationality:	Nigerian

PROFILE

A focused and versatile individual, striving for excellence at all times and in all positions and circumstances, embracing new challenges, attaining professional distinction and proficiency while improving organizational objectives and achieving managerial goals.

EDUCATION

UNIVERSITY OF BENIN, *Benin City* — B.Sc,

2012 - 2017

Economics and Statistics

***Ewossa Secondary School, Benin City* — WASSCE**

2012

West African Senior School Certificate (WASSCE)

Federal Staff Secondary School, Benin City

2006 - 2011

SKILLS & STRENGTHS

- Proficient in Microsoft application package
- Ability to work under minimal supervision
- Ability to learn fast and manage information
- Good communication and time management skills
- Excellent written and verbal communication skills.
- Beginner knowledge in Web Development. (Front-End Developer)

EXPERIENCE

Always On Point Nigeria, Lagos — *Branding & Assets Coordinator*

September 2019

- Work with vendors on all branded items and ensure deadlines are met while meeting up to the required standard.

Always On Point Nigeria, Lagos — *Events & Branding Coordinator, Logistic & Procurement Unit (NYSC)*

August 2018 - August 2019

- Coordinate with the event vendors on task and projects accordingly
- Create estimates and invoices for all event related work
- Assist with negotiations for event space contracts and book event space, arrange food and beverage, order supplies, equipment and signage, and ensure appropriate decor to meet quality and Brand expectations.
- Work with vendors on all branded items and ensure deadlines are met while meeting up to the required standard.

Always On Point Nigeria, Lagos — *Business Development and Logistics Unit*

December 2017 - May 2018

- Proactively organise the logistics unit to build the firm's shipping, delivery and inventory system by:
 - Coordinating and monitoring the supply chain operations
 - Utilize logistics IT to optimize procedures
 - Recruit and coordinate logistics staff (e.g. truck drivers) according to availabilities and requirements
 - Supervise orders and arrange stocking of events and branding equipments to ensure they meet needs

TRAININGS & CERTIFICATIONS

- The Complete Web Development BootCamp - **UDEMY** (in view)
- Workforce Collaboration and Development - **YALI NETWORK**
- Proactive Thinking, Emotional Intelligence - **The On Point Advantage Series**