OGECHUKWU ONUORA

CONTACT

- +234 806 464 0002
- subjectiverealityy@gmail.com
- Nigeria (WAT - GMT +1)
- github.com/subjectiverealityy

SKILLS

- Web development
- GitHub version control from the Visual Studio Code command line interface
- Ideational sketching and UX design thinking
- Figma (UI prototyping)

SUMMARY

- Willing to learn any new software, skills and workflows that will get the job done
- Experience in managing client schedules and completing assigned tasks in a timely manner
- Experience in typing, data entry, live transcription and note-taking
- Experience in handling verbal and written digital communication (calls, emails, messages)
- Experience in creating and editing digital architectural drawings under tight deadlines

WORK EXPERIENCE

ADMINISTRATIVE ASSISTANT (PART-TIME)
State Ministry of Works | June 2025 - Present

- Writing, typing, editing and filing tasks

REAL ESTATE ASSISTANT (PART-TIME)
Diverse Investments Limited | Jan 2025 - Apr 2025

- Sourced for property online and in-person
- Organised client's meeting and events schedule
- Scheduled and attended meetings and inspections
- Handled digital communication on behalf of the firm
- Advised client on property pricing based on research

ARCHITECTURAL INTERN (INTERNSHIP)
FMA Architects Ltd | Mar 2023 - Sep 2023

- Designed a proposed 4-storey building
- Attended site inspections and meetings
- Created and edited Word and PowerPoint documents
- Architectural drafting using CAD software (Autodesk Revit)

EDUCATION

AFE BABALOLA UNIVERSITY, ADO-EKITI
B.Arch – Architecture (Second Class Upper Division)

2020 - 2024

THE LAGOON SECONDARY SCHOOL, LEKKI
SSCE (JAMB score - 287)

2014 - 2020