ANOSIKE CHINWENDU RITA

***Contact Address***: 23 Obosi Street Asata Enugu.

Phone No: 08064248344, Email: henrita56@yahoo.com

**CAREER OBJECTIVES:**

Seeking for an opportunity to be part of a well structured Organization with a drive to achieve excellence to their operation through hardwork, thus leading to organizational growth and actualization.

**PERSONAL DATA:**

Date of Birth 3rd February 1991

State of Origin Anambra

Marital Status Single

Gender: Female

Religion: Christianity

Phone no: 08064248344

Nationality: Nigerian

Local Government Area: Oyi Local Government

Home Town: Awkuzu

**EDUCATIONAL QUALIFICATIONS:**

**Institutions Attended With Dates**

* Udi Road Primary School Asata Enugu 1996 - 2002
* Urban Girls Secondary School New Layout Enugu 2002 – 2008
* Institute Of Management and Technology IMT Enugu,

OND IN Office Technology and Management (Upper Credit) 2010 - 2012

* Institute Of Management and Technology IMT Enugu

HND in Office Technology and Management, (Upper Credit) 2013 - 2015

**OTHER CERTIFICATE OBTAINED**

* AfriHub International ICT Center, Diploma in computer 2014 -2015

**WORKING EXPERIENCE**

* **NYSC:** Achara Layout Primary School Enugu, Enugu State 2016 – 2017
* Industrial Training: Gbujas Bureau De Change, New Haven Enugu 2012 - 2013
* Patoo Computer Center 2009 – 2011

**SKILL AND ABILITIES:**

* Excellent team player
* Goal Oriented
* Able to work under pressure with or without supervision
* Hard working
* Excellent communications and organizational skills

**COMPUTER SKILLS:**

* Expert in Microsoft Word
* Microsoft Excel
* Microsoft Power Point
* Corel draw

**HOBBIES:**

Reading, writing and learning new ideals

**REFEREES:**

**DR. EMEKA EJIM**

Lecturer

Institute of Management and Technology

IMT Enugu

07060961909

**Nwaobi Obinna**

Branch Manager Access Bank

Esut Branch Enugu

07066633252