NWIDEH EDITH IJEOMA

**No. 31 Jundy Avenue By Checking Point Nyanya, Mararaba, Nasarawa State.**

**(+234)8033095126, ijeemum@yahoo.com)**

**CAREER OBJECTIVE.**

To pursue a career with a total commitment to team-work, effectiveness, efficiency while inclining towards strong individual initiative and firm character, this will pave way for the highest rank of achievement.

**INSTITUTIONS ATTEND WITH DATES.**

Madonna University, Elele Campus, River State. 2008-2011

Community Secondary School, Ohebe-Dim, Enugu State. 2000-2005

Uwelle-Amakofia Community Primary School, Ukehe, Enugu State 1993-1999

**QUALIFICATIONS OBTAINED WITH DATES**

B.Sc. in Computer Science: (Lower Division) 2011

Senior Secondary School Certificate Examination: (SSCE) 2005

First School Leaving Certificate

**ADDITIONAL CERTIFICATE**

ICT Capacity Building and Online Entrepreneurship Training 2018

**WORK EXPERIENCE.**

**Employer: First City Monument Bank** 2016-2017

Position:**BBG DSA**

Responsibility:

* Opening different Accounts to customers
* Selling loans to customers
* Making sure customers are satisfied.
* Advising customers on the categories of account packages

**Employer: Labelle International, Victoria Island, Lagos.**

Position: **Cashier** 2013-2015

Responsibility:

* Collecting cash and cheque from customer
* Printing receipt to customer
* Monitoring stocks and system sales
* Making sure customers are attended to properly
* Balancing accounts for both Credit and Cash Customers
* Making sure cheques are not postdated.
* Making sure system sales for cash customers corresponds with cash at hand.
* Making sure goods are delivered to customer as fast as possible.

Employer: Iyin Community High School, Ekiti State (NYSC).

Position: Senior Class Subject Teacher (Computer Science) 2012-2013

Responsibility: Teaching practical computer to Senior Students

**PERSONAL SKILL**

* Possessing excellent communication and interpersonal skills and then proven to achieve targets and results.
* Ability to work with less supervision.
* Flexible within working environment and able to adapt quickly and positively to

challenging situations whilst remaining calm, focused and positive.

* Careful, precise, free from error.

**COMPUTER SKILL**

Desktop publishing: Ms Word, Ms Excel, Power Point.

Web Technology: Hyper Text Mark up Language (HTML), Cascading Style Sheet (CSS), Dream weaver.

Management Information System(MIS): Computer Appreciation, Typing Skill, Window Explorer, Internet Application, Microsoft word, Microsoft Excel, Microsoft Power point.

Database Management: Creating database with Microsoft Access, Editing database, Retrieving database.

**PERSONAL DETAILS**

Date of Birth: 18th November, 1989

Sex: Female

Marital Status: Single

Place of Birth: Enugu State

Local Government Area: Igbo-Etiti LGA

State of Origin: Enugu State

Nationality: Nigeria

Religion: Christianity

**HOBBIES**

Reading, Meeting People, Music, Adventure and Praying.

**REFEREES**

BARR. EMEKA NWIDEH

**No 6. Omar Close,**

**Asokoro, Abuja.**

**Tel: 08188207631**

MR. VALENTINE OKEAKPU

2, Dillion Street,

Apapa, Lagos.

**Tel: 08033349080**

DR. TIMOTHY ATABONG

Head of Department Computer Science

Madonna University.

**Tel: 07035085016**