

INYAMAH PRISCA CHIGOZIE

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Phone: 08120364435, 08095740106

Religion: Christianity

Born: 1st April 1997

PERSONALITY:

Hardworking, passionate, honest, innovative, high level of adaptability, strong analytical mind, result oriented, accountability, excellent time management and inter-personal skills, uncompromising integrity, cheerful, and the ability to learn new skills through training.

OBJECTIVE

To diligently work in a competitive and reputable financial institution, where I can contribute my best as young graduate, learning and contributing to achieve excellent financial and business objectives with adequate regards to technical and professional development through training, commitment; cooperative team work and in line with existing policies and practices as well as to promote and maintain the organization's enviable reputation.

EDUCATIONAL QULIFICATION

2012-2016 Imo State University (IMSU), Bachelor of Science (B.Sc.) in Biochemistry.
Second Class Honors (Upper Division)

2006-2012 Nigerian Navy Secondary School (NNSS), Port Harcourt, Rivers State, West African Senior Secondary School Certificate Examination (*WASSCE*).

2001-2006 Trinity Educational Centre, Woji, Port Harcourt, Rivers State.

PROFESSIONAL SKILL

- ❖ Proficiency in the use of business tools such as Microsoft packages (Ms. word, excel and power point)
- ❖ Ability to work within a defined control / risk management framework
- ❖ Self-motivated, confident, and result oriented
- ❖ Excellent written and oral communication skills
- ❖ Team player and adaptable to varying functional work environments
- ❖ Sound numeric problem solving ability

WORK EXPERIENCE

MAY 2017-APRIL 2018

Establishment: Federal College of Education, Oju, Benue State.

Position: NYSC

Responsibility: Teaching Assistant, Department of Biology

MAY 2017-APRIL 2018

Establishment: Reproductive and Health Awareness Group

Position: National Youth Service Corps

Responsibility: Community Development Service.

JUNE 2015-DECEMBER 2015

Establishment: St. Anthony's Hospital, Elenwo, Port Harcourt, and Rivers State.

Position: Laboratory Assistant (Industrial Trainee).

Responsibility:

- ❖ set up, maintain, calibrate, clean, and test sterility of medical laboratory equipment
- ❖ performing laboratory tests on collected specimen from patients.
- ❖ Analyze and record test results and daily coordination with Laboratory Supervisor and other technicians.
- ❖ Data entry and statistical analysis of collected specimen.
- ❖ Conduct blood tests and perform blood counts.
- ❖ Analyze body fluids or tissues using microscope or automatic analyzer to detect abnormalities or diseases.
- ❖ Examine cells and cultures to find abnormalities and providing recommended medication in references to the test carried out.
- ❖ Equipment and general laboratory maintenance activities.

JUNE 2018-FEBRUARY 2019**Establishment: First Source Oil & Gas Ltd****Position: Secretary****Responsibility:**

- ❖ Responding to incoming email and telephone enquiries
- ❖ Responding to customer complaints/needs and thereafter, presenting to company management
- ❖ Develop and maintain profitable ethical and caring relationships with new and existing customers.
- ❖ Timely response with correspondence and problem resolution in person and via telephone calls and emails.
- ❖ Handling correspondence before and after meetings
- ❖ File and update contact information of employees, customers, suppliers and external partners.

RESEARCH WORK:

2016 “Macro nutrients contained in acacia oil”, Final year project submitted to the Department of Biochemistry, Imo State University, Owerri.

INTEREST AND ACTIVITIES:

Reading, Travelling, and Singing

BIO-DATA

SEX: Female

MARITAL STATUS: Single

L.G.A: Ezinihitte, Mbaise

STATE OF ORIGIN: Imo State

NATIONALITY: Nigerian

REFERENCE

Available on request.