

CURRICULUM VITAE
ANIKE JUDITH CHINOYELUM

2A Ozobulu Independent Layout Enugu-by ESBS Junction Enugu
Tel: **07033781784**; Email: anikejudith889@gmailcom

Nationality: Nigeria

State: Enugu

L.G.A: Nkanu West

Date of Birth: Nov. 1988

Sex: Female

Marital Status: Single

WORK OBJECTIVE:

- To increase the organizational value, maximize its profit by improving the operational efficiencies.
- Ability to establish good customer relationship, highly conscientious to undertake additional duties by the organizational skills and productivity.

COMPUTER SKILLS/CREATIVITY:

- Microsoft Office Proficiency with 9 years of practical experience.
- Windows Environment.
- Internet Services.

EDUCATIONAL/ACADEMIC QUALIFICATION WITH DATES/YEARS:

- First School Leaving Certificate (FSLC) - 1993-1998
- Group Primary School Agbani Town.
- National Examination Council (NECO) - 1998-2002
- Community Secondary School Obeagu, Amaechi.
- Computer Training with Practical Experience. - 2002-2015
- National Diploma
Institute of Management and Technology (IMT) Enugu - 2005-2007
- Higher National Diploma
Institute of Management and Technology (IMT) Enugu. - 2009-2011
- National Youth Service Corps (NYSC) - 2013

WORKING EXPERIENCES:

1. Dal-Trade Group of Company Emene, Enugu - Secretary to MD
2. Mankind Resort/Guest House Enugu - Supervisor
3. Info-Communication Technology Enugu - Accountant

ACCOMPLISHMENT/ACHIEVEMENT OF WORK EXPERIENCE:

- Ensure adequate documentation of company's report and analysis.
- Supervising house-keep unit and other areas as assigned by the management
- Keeping account and records as assigned by the management.

HOBBIES: Reading, Meeting People, Computing.

REFERENCES:

1. **Mr. P.E Nnaji**
Lecturer (sociologist)
Faculty of Mgt. Science (IMT Enugu)
Departments (IMT) Enugu.
Tel: 08186832033
2. **Mgr. Emeka Ozonwafor**
Managing Director Micro-Finance Bank
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