**AKPAN, ELIZABETH MAURICE**

Ahe 24, Sabon – Lugbe, Airport Road, Fct – Abuja +2348105141077.

elizabeth200052@yahoo.com

**Career Objective:**

To work for the productive growth and development of an organization, maximizing its goals and objectives to foster unparalleled development in a competitive environment, achieving greater task through team work**.**

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**BIO DATA:**

Date of Birth: 24/08/1991

Marital Status: Single

LGA: Ikot Abasi

State of Origin: Akwa Ibom

Religion: Christianity

**Institutions Attended With Dates:**

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* Rivers State Polytechnic, Bori - 2014 – 2016
* Rivers State Polytechnic, Bori - 2011 - 2012
* Akama Catholic Girls’ High School, Essene - 2002 – 2007
* Holy Child Convent School - 1997- 2002

**Educational Qualifications with Dates:**

* Higher National Diploma (HND), Computer Science - 2016
* National Diploma (ND), Computer Science - 2012
	+ - * Senior School Certificate - 2007
			* First School leaving certificate - 2002

**Working Experience:**

* + - * **United Bank for Africa Plc (UBA)** 2019- 2021

**Marketing Department**

* + - Team Lead Direct Sales Executive (DSE)
			* **NTA Star Times Television (Star Time)** 2019
				+ Sales Representatives
			* **Union Bank Plc -**2015 **-** 2018

**Marketing Department (2015 -2017)**

* Direct Sales Agent (DSA)
* Experience in Treasury and Retail Banking Operations

**Customer Service**

* Sales and Service Associate (SSA) (2017-2018)
	+ - * **National Youth Service Corps -** 2018
			* **I.T Intern, Ikot Abasi Local Government Council -**2013
			* **Josima Computer Ventures, (Program Coordinator) -**2008

**PROFESSIONAL SKILLS:**

* **CITY MEDIA ACADEMY(City105.1FM)** 2019
	+ On Air Personality Basic
* **UNIONBANK OF NIG. PLC** 2015
	+ Quarterly Frontline Sales Training.

**Technical Skills:**

* + - Experience in Treasury and Retail Banking Operations
		- Data cleansing, Enrichment and data Standardization
		- Basic Hardware Troubleshooting and Maintenance
		- Proficient use of Microsoft Office
		- Installation and configuration of popular Operating Systems (WIN XP/7/8)
		- PC User Support
		- Internet and E-mail
		- Experience in User Acceptance Testing (UAT)

**Personal Skills:**

* Strong creative & innovative ability.
* Sound knowledge of mathematical computations.
* Good reasoning power.
* Extremely reliable and dependable
* Good communication skill
* Ability to work under pressure.

**Awards:**

* Best Direct Sales Agent (2017), Union Bank Plc, Ikot Abasi Branch.

**Interest:**

* Reading, Traveling and Singing

**References**

* **Very Rev. (Engr.) Vincent Asuquo Fnse, (JP)**

Former SA / Chaplain to The Senate President

National Assembly Abuja

08062626540

* **Mr. Lawrence Essen Umosen**

Office of High Commission of India, Lagos State

08032962549

* **Mr. Edet Umoh**

Nigeria National Petroleum Corporation (NNPC)

Eleme Refinery, Rivers State.

08099835420