

CHIMELU EBUKA

07038684688 | kchimelu@gmail.com

Beside first kingdom kid's secondary school M araraba Nasarawa state.

 Saintebuka chimelu

Good day team,

I am interested in been one of the service tellers as advertised by your organization. The requirements closely match my educational background and past experience. Hereby, I have enclosed my resume to provide detailed information on my qualifications and skills for your review.

Throughout my past professional career, I have undertaken various important responsibilities with utmost sincerity, integrity and humility. I have acquired the following skills through the course of my career,

- Sound knowledge of online media advertising.
- Good interpersonal skills and communication skills.
- Ability to maintain good client relationships.
- Sound knowledge in the service development.

With an urge to work both independently and as well, in a team; I am positioned to exceed your expectations. I would look forward to get an opportunity to meet with you to discuss my candidacy in more details. I thank you very much for your time and consideration.

Yours sincerely,

Ebuka Chimelu.

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Objective

To promote the standard of your organization and help in attaining excellence through integrity and handwork by applying all professional skills needed to achieve organizational goals and objectives.

Experience

- **Eco bank Nigeria** 2018 - 2021
Customer service officer
 - * Issuing ATM cards
 - * Resolving customers complains
 - * BvN enrollment
 - * Account opening and upgrade.
- **First kingdom kids secondary School mararaba.** 2016 - 2018
Computer and mathematics teacher
 - * Prepared lesson note in accordance with the syllabus of the school board..
 - * Conducted lessons for students in jss 3 and ss 3 which saw an increase in thier performance during internal and external exams.
 - * Attended seminar and lectures geared towards effective classroom management.
- **Delight start Nursery and Primary school Mararaba** 2011 - 2014
Class teacher
 - *Prepared lesson note in accordance with the syllabus of the school board.
 - *Conducted lessons for pupils in primary 5 which saw an increase in thier performance.

Education

- **The chartered institute of bankers** 2019
Professional conduct and ethics certification
Certified
- **FITC** 2018
Basic banking operation
Certified
- **Federal polytechnic Nasarawa state** 2016
Computer science /OND
Upper credit (3.41)
- **Innovative International secondary school new karu Nasarawa state.** 2011
SSCE

- **St. Augustine Nursery and Primary school Mararaba Nasarawa state.**
FSLC

2005

Skills

- *Analytical/problem solving *Team player * Proficient in use of Microsoft word * Managerial skills * Problem solving and time conscious * Adaptability/flexibility * Dexterity *Documentation/Reporting skills * Good communication skill.

Personal Details

- Date of Birth : 31/01/1995
- Marital Status : Single
- Nationality : Nigerian