No. 27 Lateef Turner Igando Egan Lagos State

 Email: ucheobinwabright@gmail.com

 Tel: 08162654061, 08122626480

 **OBINWA UCHE BRIGHT**

**CAREER OBJECTIVE**

A result oriented business management graduate with proven leadership and organizational skills, seeking to apply my abilities in a multinational organization that maintains high professionalism discipline and encourage team play. Offer career advancement with career driven individuals and an opportunity to contribute to the overall development of the organization.

**PERSONAL DATA:**

**Date of Birth: 23rd March, 1994**

**Sex: Female**

**Marital Status: Single**

**Local Government: Dunukofia**

**State Of Origin: Anambra State**

**Religion: Christianity**

**Nationality: Nigerian**

**EDUCATIONAL INSTITUTIONS ATTENDED/ QUALIFICATION WITH DATE:**

* **Ebonyi State University, Abakaliki, Ebonyi State 2013-2017**

B.sc in Business Management second class honour, (Upper Division)

* **Bethel Comprehensive Secondary School Abakaliki, Ebonyi State**

S.S.C.E **2007-2013**

* **Grace of God Nursery/Primary School Abakaliki, Ebonyi State**

First School Living Certificate **1991-2007**

**CERTIFICATIONS**

* Ebonyi Stats University (Bachelors Degree)
* Nysc Discharge Certificate
* Servicom Certificate(Cds Group)
* Exford Global Consult Limited (Customer Service And Relationship Management (CSRM)
* Exford Global Consult Limited (Human Resources Management (HRM) Course.

**PROFESSIONAL DEVELOPMENT**

* NYSC general Administrative duties in the office.
* Providing office support
* Preparation of documents for Internal External meetings.
* Dealing with telephone enquires.
* Settling customers/workers disputes
* Procurement of office equipment

**SKILLS:**

* Self thought computer knowledge
* Research and analytical skills.
* Human relationship management with people of diverse culture and socio-economic group
* Oral and writing skills
* Logical and critical thinking
* Lecture and presentation

**WORK EXPERIENCE AND DATE:**

**Basic Secondary School, Okwe-Asaba, Delta State, (NYSC) 2018**

* General Administrative Role

**Treasure Children Academy Okwe-Asaba, Delta State 2017-2018**

* School administrator
* Front desk manager

**Surelife Pharmaceutical 2018**

* Quality assurance personnel
* In-processpersonnel

**HOBBIES:**

Seeing movies

Travelling

Good music

**REFEREES:**

1. **Mrs. Patience Chioke**

General Hospital, Okwe-Asaba, Delta State

07034962405, 07061082444

1. **Mrs. Aniekwe Jacinta Ogochukwu**

Abakaliki LGA council

 08035415359