**KANU CHIDINMA FAVOUR**

**Contact Address:** Borehole, Opposite General House, City College, Mararaba, Karu Local Government Area, NasarawaState

**Tel: +2348106552386**

**E-mail:** **chifavour656@gmail.com**

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| **PERSONAL DATA:**Nationality: NigeriaState of Origin: Abia StateDate of Birth: 12th August, 1994Sex: Female |
| **OBJECTIVE**To effectively and efficiently contribute to the growth and development of the organization and to achieve total potential by increasing my skills and working with a team that will enable me develop in a professional manner.**PERSONAL SKILLS AND ABILITY** Ability to get result Good Communication SkillsGood inter personal relationshipProblem solving skills  |
| EDUCATION AND QUALIFICATION WITH DATE

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| **National Youth Service Corps (NYSC) 2018** **Abia State University Uturu**  Bachelor of Science (B.Sc.) in Economics **2016****Carol. P International College, Aba**West African Examination Council (WAEC)  **2011****Functional and Core Competencies** MS word, MS Excel, Power point, Access and Internet Skills **WORKING EXPERIENCE+**

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| **National Youth Service Corps (NYSC)**National Judicial Council Salary Unit**Responsibilities*** Computation of Council’s Member Salaries and Allowances
* Assisting in Receiving and dispatch of files as well as Mails.
* Assisting in Preparation and Computation of Staff Salaries

**K and Sons Plant Hiring Services, Owerri, Imo State**Cashier**Responsibilities*** Recording of day to day sales
* Making payment of company’s purchases
* Depositing of daily incomes to the bank

**Jagton Platinum Suites** Opposite St. Donald Catholic Church, Karu Site, AbujaFront Desk Officer**Responsibilities*** Handling of Calls
* Checking IN and OUT of Guest
* Updating of guest form in the system
* Recording of day to day transaction

**Tour Empire Vacations Club**  Wuse zone 5, Abuja Telemarketer**Responsibilities** * Contacting business and private individual by telephone to promote services
* Explaining the company’s services to the potential customer’s
* Scheduling appointment for sales staff to meet prospective customers

**PROFESSIONAL CERTIFICATE*** Certified Human Resources Management (CHRMP) **April 2018**

Formazione Bus. School.* .Certified Customer Service Relationship Management **April 2018**

 (CCSRM) Formazione Bus. School* Professional Membership (Graduate Member) **April 2018**

Formazione Bus. School**INTEREST/HOBBIES**Traveling and Sport REFEREES**BLDR. Goodfrey OC Odionyenma** Coordinating Director, Industrial Maintenance Service, And Fabrication Centers, Federal Polytechnic Nekede, Owerri, Imo State08037759975**Okafor Arinze Samuel, CNA**National Judicial Council,Abuja.08061526725 |
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