

CHUKWU CATHERINE UDE

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CARRER OBJECTIVE:

as a highly motivated and a dedicated professional with passion for driving success, I am seeking a challenging and rewarding role that leverages my skills and experience to achieve exceptional results. With strong background industry/field, I am confident in my ability to utilize my expertise to drive innovation, growth, excellence in a dynamic and fast-paced environment. Throughout my career I have demonstrated my ability to think strategically, lead high performing teams, and drive business insights that informs strategic decisions. I am a collaborative leader with a proofing track record of building strong relationships with colleagues, clients, and stake holders to achieve common goals.

CORE QUALIFICATION:

Critical Analysis	Effective communication skill
○ Research proficiency	literary theory knowledge
○ Creative thinking	Attention to details
○ Time management	Adaptability
○ Collaboration	Digital Literacy
○ Entrepreneurship	Computer Literacy

EDUCATION:

Bachelor of Arts in English, (In view)
National Open University of Nigeria (NOUN)

National Diploma in Mass Communication
Federal Polytechnic Oko, Anambra State, Nigeria.

Diploma in Journalism
Alison Continuing Professional Development Programme
Alison Continuing Professional Development Programme
Virtual Assistants

Ugwuegu Community Secondary School, Afikpo , Ebonyi State
West African Examination Council (WAEC)

National Model Primary School, Afikpo North, Ebonyi State
First School Leaving Certificate (FSLC)

National Model Nursery School, Afikpo North, Ebonyi State

WORK EXPERIENCE:

Cashier/ Customer Care Service /Chris-irem Oil and Gas company
2 years Experience

- I processed transactions accurately and efficiently
- Handling Cash, Credit card and mobile payments
- I provide excellent customer service, answering questions and solving issues in a timely manner'
- I worked effectively fast-paced environment handling multiple customers semitaneuosly
- I demonstrated strong attention to details, identifying and correcting errors in transactions.

Supervisors/Sales Representative Zentus Nigeria Limited
2 years experience

- I supervised a team of employees providing guidance and feed back to ensure excellent performance
- I coordinated schedules, assigned task and manage workload to meet business objectives

- I demonstrated leadership skills motivating team members to achieve sales targets and customer's satisfaction.
- I implemented process improvement increasing efficiency and productivity
- I develop and executed sales strategies, leveraging products knowledge and market insight'
- I collaborated with cross - functional teams, including marketing customer service, to drive sales goals.

AUDIT/PRICE AUDIT

Sundry markets Limited Nigeria

2 years Experience till date

- ✓ I conducted thorough price audits to ensure accuracy and compliance with pricing policies
- ✓ I collaborated with sales teams and management to dissolve pricing issues and optimize revenue
- ✓ I develop and maintained pricing records, ensuring data integrity and compliance
- ✓ I review and analyze sales data, identifying discrepancies and implement corrective actions.

AUDIT CLERK:

I collaborate with auditors an management to implement process improvement and correcting actions

I develop analytical and problem solving skills with ability to identify and resolve pricing and audit discrepancies.

REFEREE:

Mr. Godfirst L. Oghenekaro
Sundry Market Limited.
Internal Auditor
08160020963

Dr. Urom Chukwunonso
Specialist Hospital Ibadan.
Medical Doctor
08068142856

Engr. Michael Kelechi Irem Oko
Nanson Limited Engineering,
Procurement Construction and
Maintenance Company.
Operative Engineer
07064313085