**OJOBOR CHISOM FAVOUR**

No 23 Calabar Street Coal Camp, Enugu State, Nigeria

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**Career Objective**

Unleashing boundless creativity and innovation as a dynamic problem solver, my career objective is to propel organizational success by delivering transformative solutions that inspire both teams and customers alike. Driven by an unwavering passion for excellence, I strive to become an invaluable asset to your company, fostering a culture of growth, efficiency, and unparalleled achievement.

**Personal Information:**

Sex: Female

Date of Birth: July 15th 1995

Marital Status: Single

State of Origin: Enugu State

Local Govt. Area: Udenu

Home Town Umundu

Place of Birth: Enugu State

Nationality: Nigerian

Religion: Christian

**Work Experience**

**Divine Mercy Institution Cyber Café, Enugu State** **2013– 2016**

Post Held: ***Office Assistants***

**Key Responsibilities**:

* Manage customer reservations and scheduling, ensuring efficient utilization of café resources.
* Handle cash transactions, maintain accurate cash drawer, and reconcile daily sales with receipts.
* Monitor and maintain inventory levels of café supplies, placing orders as needed to prevent stock shortages.
* Collaborate with café manager to organize and promote special events, such as workshops and networking sessions.
* Provide technical support to customers using café computers and equipment, troubleshooting basic issues.
* Maintain cleanliness and organization of the café area, including restocking condiments and cleaning tables.
* Assist in updating the café's social media profiles and online promotions to attract new customers.
* Prepare and serve beverages and snacks to customers, ensuring quality and prompt service.

**Sapphire virtual network COMPANY EnUgu STATE 6MONTH**Position Held**: *IN-STORE PROMOTER***

**KEY RESPONSIBILITY**

* Be knowledgeable about the product.
* Identify prospective customers, lead generation and conversion.
* Contact new and existing customers to discuss needs.
* Emphasize the features of products to highlight how they solve customer problems.
* Answer questions about the products.
* Achieve daily, weekly and monthly target
* Canvass for sales
* Manage relationship with customers

**Educational Qualifications**

2021-2022FederalPolytechnic Oko

***Higher National Diploma in Business Administration & Mgt***

2017–2019 Federal Polytechnic Oko Anambra State

***National Diploma (OND) in Business Admin & Mgt***

2007–2014 Girl’s High School Mgbowo Awgu Enugu State

***The West African Examination Council WASSCE (Private)***

2001–2007 Solid Rock Foundation Primary School Anambra State

***Primary School Leaving Certificate,***

**Skills**

* Strong analytical and problem-solving aptitude.
* Proficient in critical thinking and strategic decision-making.
* Exceptional communication skills, both written and verbal.
* Thorough understanding of health and safety protocols.
* Demonstrated initiative and proactive approach.
* Effective team-building capabilities.
* Adaptable and flexible in dynamic work environments.
* Efficient time management abilities.
* Adept at planning and organizing complex tasks.
* Proficient in influencing, negotiation, and persuasion.
* Demonstrates unwavering trustworthiness and reliability

**Computer skills**

* Ms word, Ms PowerPoint
* Ms Excel, Coral draw
* Ms publisher and Internet

**Hobbies/Interests**

* Travelling, reading
* Watching movies
* Reports analysis Teaching
* Meeting new people and Sport

**Referees**

**Barr.Mrs. Emmanuel Augusta**

State Council

Ministry of Justice Imo State

+2348148176812.

**Mr. Mukasa Ikenna (INSPR)**

Inspector of Nigeria Police Force

Abjua Division

+2347036965458, +2348067967216.