

VALENTINE CHUKWUEBUKA



CONTACT DETAILS

Address:

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Email:

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SKILLS

- ✧ Possess highly effective communication skill.
- ✧ Customer and guest services
- ✧ Extremely organized and attentive toward detail.
- ✧ Client relationships
- ✧ Self-motivated, ambitious and effective team player.
- ✧ Problem solving ability
- ✧ Flexibility
- ✧ Practical approach of observing all activities.
- ✧ Reliability and Delegated

LANGUAGE

English – A1

ABOUT ME

Gender : Male
Date of birth : 14-02-1991
Marital Status : Single
Nationality : Nigerian
Visa Status : Freelance Visa,
Valid till "09- May 2023"

OBJECTIVE

Seeking for job opportunity with a reputable organization to gain skills and work experience that will help to utilize my abilities in a challenging and professional environment in order to achieve my professional goals.

EXPERIENCE

- ✧ Worked as Part-time Bouncer/Event Security Guard with Genture Security Services Dubai. (February 2019 - Present)
- ✧ Worked as a supervisor and Technical assistant with Nasreen General Maintenance Services LLC, Dubai. (March 2018 - April 2020)
- ✧ Worked as Customer Service at MTN Network Communication Service Enugu, Nigeria. (February 2016 - March 2018)
- ✧ Worked as Sales Man at Shoprite Shopping Mall Enugu , Nigeria. (June 2015 - November 2015)
- ✧ Worked as Waiter at Rockstar Hotel Abuja , Nigeria. (October 2014 - April 2015)

RESPONSIBILITIES

- Establish and maintaining good customer service
- Write, edit and distribute content that communicate the organizations activities.
- Maintain records of media coverage and collate analytic and metrics
- Seek opportunities to enhance the reputation of the brand.
- Respond the media inquiries and act as a spokesperson for the organization.
- Collaborate with management to develop and implement an effective communication strategy based on our target audience.
- Promote communication and marketing materials through appropriate social channel.

EDUCATION

- Higher Diploma in Business Management: Business Administration and Management (2012-2016) Osisatech Polytechnic Enugu, Nigeria.
- West Africa High School Certificate (WAEC) Busy International High School Nimo, Nigeria. (2005-2011)

CERTIFICATIONS

- Event Security Guard (SIRA), Dubai 2019
- Farnek Facility Management Company, Dubai 2018
- Microsoft Office Fundamental: Outlook, Word Excel 2011

DECLARATIONS

I hereby confirm that all statements made and data provided in this document are true and correct to the best of my knowledge and no attempt to conceal or with hold any information.