



OKONKWO, JANE CHIZOBA

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PROFESSIONAL SUMMARY

Enthusiastic and eager to contribute to organizational success through commitment, hard work, creativity and Innovation. I find myself independently motivated with an aptitude for learning and growth.

SKILLS

- Problem solving
- Leadership
- Customer service skills
- Time management
- Objection handling
- Analytic skills
- Good communication skills
- Understanding trends

HOBBIES

- Traveling
- Meetups
- Yoga
- Chess
- Reading
- Listening to podcasts

WORK HISTORY

FINANCIAL ADVISOR

01/2021 – To date

AMERICAN INT'L INSURANCE COMPANY (AIICO) | Iyana-Isolo, Lagos

- Proffering expert advice on investment, personal budgeting and insurance policies.
- Building and maintaining an up-to-date client profile and database
- Establishing customer relationship
- Carrying out assessments to determine the net worth and financial status of an individual or company

DIRECT SALES AGENT

2020 (09-12)

VFD MICROFINANCE BANK | Marina, Lagos

- Developing new business prospects
- Ensuring accuracy of all bank forms and documents executed by customers
- Building and maintaining customer relationship
- Opening of individual, salary and corporate accounts

CONTENT ASSOCIATE

2020 (05-08)

SOCIALANDER DIGITAL AGENCY | Victoria Island

- Worked closely with the marketing team to produce content for clients
- Implementation of digital strategies
- Social media management
- Handling of sales calls.

DIGITAL MARKETING

2019 - 2020

CODEKAGO INTERACTIVE LTD | Uyo

- Copywriting & content management
- Social media management
- Collaborated with internal departments to build digital experiences to achieve marketing goals
- Preserved brand integrity by monitoring consistency and quality of marketing content

SALES MANAGER

2018 - 2019

I.C COMMUNICATION & NETWORKING | Ikeja

- Nurtured impactful relationships with customers to cultivate loyalty and boosting customer satisfaction.
- Evaluated inventory and delivery needs, optimizing strategies to meet customer demands.
- Assisted in product placement and visual merchandising.
- Serviced existing accounts to maximize revenue.

NYSC

NATIONAL YOUTH SERVICE CORPS (NYSC)

March 2019 - March 2020

Disaster Management Community development service

Uyo, Akwa-Ibom state

FOUNDER

SHE'S TEEN AFRICA

An NGO that educate/guide teenage into adulthood.

Envisioning a global platform that is enabling for the guidance and mentorship of every teenage girl.

EDUCATION

FINANCIAL MANAGEMENT TECHNOLOGY (B.TECH)

2013 - 2018

Federal University of Technology, Owerri, Imo State

- Member of SOFMAT, Society of financial management students
- Member of AMST, Association of management students

- Thesis: Analysis of commercial bank loans to small and medium scale enterprises and their performance in Nigeria. (1987-2016)
- Graduated with a second class upper division

○ **SECONDARY SCHOOL CERTIFICATE**

2004 -2010

ST. MARTINS DE PORRESS COLLEGE, GRA, KATSINA State

Participated in varies school activities and held leadership positions.

REFERENCE

○ **Dr. Benedict Ozurumba**

Federal University of Technology Owerri, FUTO
Course adviser and HOD
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○ **Prof. O.T Ebiringa**

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