

CHARLES PECULIAR RUKWE

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Address: Lagos.

EDUCATION

- **University Certificate:**
(UNICROSS) University Of Cross River State — Accounting
(N.D) 2020
- **Secondary School Leaving Certificate:**
Fidel Madonna College, Iba Town, Ojo, Lagos State (WAEC)
2013–2019
- **First School Leaving Certificate:**
Global Victory School, Lagos State (FSLC) — 2006–2013

SKILLS

- Marketing
- Communication
- Interpersonal
- Customer Relationship
- Time Management
- Adaptability
- Teamwork
- Goal-Oriented

EXPERIENCE

SIGNATURE HOTEL & SUITES, Amuwo Odofin Lagos.

Position: Bartender

Period: May 2025

Duties:

- Maintaining bar inventory, ensure food and beverage Compliance.
- Restock bar inventory, serves drinks to customers
- Keeping the bar area clean, plans and preparation Bar menu.
- Collecting payments from customers, Taking drink orders from customers.
- Interact with customers and maintain a positive work environment.

EKO ELECTRICITY DISTRIBUTION COMPANY, Apapa Lagos.

Position: Cashier

Period: Feb 2025 - May 2025

Duties:

- Collection and payment of Electricity bills
- Ensures accurate bill payments, meeting up to targets.
- Attend to customers complaints concerning electrical issues
- Building and maintaining relationships with customer
- Resolves complaints and helps provide support for customers
- Keep accurate records, accounts and proper documentation of bills

PENAFORT WINERY (MIV Technology), Lagos Island TBS.

Position: Marketer and Supervisor (Contract)

Period: Nov 2024

Duties:

- Team leadership and management
- Ensuring all workers carry out their jobs effectively
- Assisting workers in all areas of work
- Planning, managing, organizing, and supervising all activities
- Developing and implementing marketing strategies
- Managing and maintaining brand image and reputation
- Analyzing and reporting on marketing metrics and performance
- Creates good sales skills and leads to good sales
- Generates Good sales and ensures customers satisfaction.

VAST FOODS, Apapa, Lagos.

Position: Cashier

Period: Jan 2024

Duties:

- Handling customer purchases, payments, and returns
- Managing cash, credit card transactions, and other payment methods

- Giving customers change and receipts
- Keeping the checkout area clean and organized
- Ensured proper food presentation and storage
- Operating card payments Point of Sale (POS) systems, and attention to details.
- Provide customer service and complaint resolution.

BOUTIQUE STORE, Lagos Island.

Position: Sales Representative

Period: 2020–2023

Duties:

- Understanding product features and benefits
- Providing sales reports and performance metrics
- Managing orders, deliveries, and customer service
- Building and maintaining relationships with customer
- Managing client orders, organizing meetings, showing samples,
- Handling client inquiries, investigating any issues with products,
- Welcoming customers with a friendly demeanor, offering product Information
- And assisting them in finding items
- Understanding and promoting current sales.

REFERENCE

Available on request