

ONYENWEAKU CHIDERA WISDOM

Customer Service Personnel/Content Creator

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Nigeria

Onyenweakuwisdom97@gmail.com

EDUCATION

HND, Abia State Polytechnic Aba, Abia State,
Nigeria **2022**

PROFESSIONAL CERTIFICATION

- National Youth Service Corp (NYSC).
- Human Resource Management Certificate

ORGANIZATION AWARD/MERIT

- Best Cashier of the Year 2022
(MarketSquare Aba).
- Best Serving Corp Member of the Year in
Oboto Community, Ondo State (PPA).

TECHNICAL SKILLS

- Management Skills
- Patience and Exceptional Customer
Service
- Promoting Team Work
- Aspiring to Learn More
- Creativity
- Ability to Work Independently with
Initiative
- Microsoft office
- Communication Skills

SUMMARY

I am a diligent Customer Service Provider with Professional Experience at the pay point (Checkout). I have experience in managing high pressure situation and my problem solving skills earned me the BEST CASHIER OF THE YEAR. I aspire to provide exceptional services to customers, senior management and colleagues within the organization.

WORK EXPERIENCE

Transaction Officer 2024

ACCESS BANK PLC, UMUDIKE, ABIA STATE, NIGERIA

- Attending to customer's request.
- Sorting and processing of cash for ATM.
- ATM Cash Load and Unload Confirmation.
- Activating of Channels (USSD and Mobile App).

Cashier 2019 - 2020

MARKETSSQUARE, ABA, ABIA STATE, NIGERIA

- Processing Customers transactions by scanning and tilling the items.
- Accepting of various forms of payment and balancing of account by End of Day.
- Providing accurate balance and receipts.
- Rendering excellent customer service.

Office Clerk 2014 - 2016

EAR NOSE & THROAT CLINIC, ABA, ABIA STATE, NIGERIA

- Answering phone calls and responding to official mails.
- Maintaining accurate filling systems.
- Performing data entry.
- Taking Stocks and ordering of office supplies.

Corp Member 2024 - 2025

OGO-OLUWA COMMUNITY GRAMMAR SCHOOL, OBOTO, NIGERIA

- Teaching Secondary school children.
- Supervising examination both internal and external.
- Conducting class assessment and practical's.

VOLUNTEER WORK

- Educating the students on Basic hygiene - NYSC
- Sensitizing the students on disease and germs prevention and control - NYSC
- Conducting Community health check-up for Oboto Community - CDS NYSC

