ANUMOKA CHINECHEREM CHARLES

IT SUPPORT | CUSTOMER CARE REPRESENTATIVE

08100879291 • Anumokadisaint@gmail.com • Aba, Abia State, Nigeria

PROFESSIONAL PROFILE

A motivated and responsible Computer Engineering graduate with good communication skills, computer literacy, and a professional certificate in Graphics Design. Has experience working as a part-time Financial Consultant and an interest in technology, IT support, and customer service. Eager to apply technical knowledge, problem-solving abilities, and interpersonal skills to support organizational goals and deliver excellent customer service.

EDUCATIONAL BACKGROUND

Michael Okpara University of Agriculture, Umudike

Course of Study: Computer Engineering
Year of Graduation: 2023

WORK EXPERIENCE

Part-Time Financial Consultant

- Served as a part-time financial consultant for a company.
- Provided financial consulting support as part of assigned responsibilities.
- Developed professional communication and interpersonal skills through work experience.
- Gained exposure to professional business operations and client-related activities.

Employer name and employment dates are currently unavailable.

SKILLS AND COMPETENCIES

- Good verbal and written communication skills
- Computer literacy and basic computer operations
- Customer relations and interpersonal skills
- Basic graphics design skills
- Ability to learn new technologies and software
- Teamwork and professional collaboration
- Willingness to learn and solve problems

PROFESSIONAL CERTIFICATION

Professional Certificate in Graphics Design

CAREER OBJECTIVE

To secure a position as an IT Support Officer or Customer Care Representative in a reputable organization where I can apply my educational background, computer knowledge, communication skills, and professional experience while contributing to organizational growth.

REFERENCES

Available upon request.