DANIEL UDO BASSEY

Bariga, Lagos State, Nigeria | 07052728037 | Basseydanieludo1@gmail.com

PROFESSIONAL PROFILE

Customer-focused and detail-oriented professional with experience in customer service, email support, marketing, inventory management, and administrative tasks. Holds an OND in Accounting and possesses strong communication, organisational, and problem-solving skills. Seeking a suitable opportunity to contribute effectively and grow professionally.

CORE SKILLS

Customer Service • Email Support • Marketing • Administrative Support • Communication • Inventory & Stock Management • Record Keeping • Data Entry • Organisation & Time Management • Attention to Detail • Problem Solving • Teamwork

WORK EXPERIENCE

Marketing Personnel | Peeka | 2025

- Supported marketing activities and customer engagement.
- Assisted with promoting products and services.
- Communicated with customers and supported day-to-day marketing operations.

Customer Experience Expert, Email Department | United Bank for Africa (UBA) | October 2024 – March 2025

- Provided customer support through professional email communication.
- Responded to customer enquiries and assisted in resolving concerns.
- Handled customer information with professionalism and confidentiality.
- Contributed to a positive customer experience through effective communication and problem-solving.

Storekeeper | TIA Communication | 2023 – 2024

- Managed and organised stock and inventory.
- Maintained records of available and incoming items.
- Supported stock monitoring and day-to-day store operations.

EDUCATION

Ordinary National Diploma (OND) in Accounting | Sure Foundation Polytechnic | 2017 – 2019

Secondary School Education | Binta International High School, Ejigbo | Completed 2015