DIVINE EKWELEM

Customer Service & Sales Professional | Communication, Client Relations & Administration

Experience: 1 year | **Available:** Immediately | **Location:** Lagos

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ABOUT ME

I am a motivated and adaptable professional with experience in sales, customer service, and client relationship management. I have strong communication, product promotion, and organisational skills, with a commitment to providing excellent customer service and supporting business growth.

I am currently studying Biology Education at Lagos State University (LASU) part time and am eager to continue developing my professional skills. I am interested in opportunities in customer service, sales, reception, and administration where I can contribute to a team, learn, and grow my career.

WORK EXPERIENCE

Chisom

Entry level | Sales representative
Lagos , Nigeria
2023-01-01 | 2025-07-01

*Attend to customers and help them identify products that meet their needs. * Promote products and provide accurate information to customers. * Assist customers with enquiries and purchasing decisions. * Maintain good customer relationships to encourage repeat business. * Arrange and display products neatly. * Support daily sales activities and help maintain an organised shop environment. * Communicate professionally with customers and provide good customer service.

Kedi health care

Entry level | Sales Representative
Lagos , Nigeria
2021-03-01 | 2022-12-01

Worked as a Healthcare Sales Representative at Kedi Healthcare, promoting and selling healthcare products to customers. Assisted customers with product enquiries, provided information about available products, and helped them make informed purchasing decisions. Built positive customer relationships, supported sales

activities, communicated professionally with customers, and contributed to customer satisfaction and business growth through effective product promotion and service.

EDUCATION

Lagos state university

High School (S.S.C.E) | Bachelor's Degree (in progress)

Currently studying Biology Education at Lagos State University (LASU), developing knowledge of biological sciences, educational principles, and effective teaching methods. Building analytical, communication, problem-solving, and organisational skills through my academic studies, with the goal of applying these skills in education and other professional environments.

LANGUAGE SKILLS

English

CERTIFICATES & AWARDS

Generative AI: Certificate | 2026