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| NAME :SEX:DATE OF BIRTHNATIONALITY:MARITAL STATUS:**CAREER OBJECTIVE** | **ONUOHA CORNELIUS CHUKWUEMEKA**MALE21ST MARCH 1984NIGERIANSINGLE**\* To make a sound position in corporate world and work enthusiastically in team to achieve goal of the organization with devotion and hard work.****\* To be an astute learner and the best performer in my organization. So that I can build an innovative career in my esteemed organization by using my skills and other significant talents.** |
| **ACADEMIC QUALIFICATIONS WITH DATES** | **\***HNDComputer Engineering - 2006-2008 **\***Senior Secondary Certificate Examination (SSCE/NECO) - 1996-2001\*First School Living Certificate (FSLC) -1996 |
| **SCHOOL ATTANDED WITH DATE** | **\*** Federal Polytechnic OkoAnambra - 2006-2008 **\*** Roselec International Secondary School - 1996-2001 **\*** Community Primary School Amazu Uno Arondizu-ogu 1996  |
| **COMPUTER SKILLS** | Microsoft office (Word, Excel, and Power Point)Internet, File systems PDF, WINRA, ZIP, etc. |
| **PERSONAL ABILITIES AND QUALITIES** | **\*** Effective communication\* Computer and technical literacy \*Problem-solving/Creativity \* Interpersonal abilities\* Teamwork skills\* Planning and organizing\* Leadership and management \* Positive attitude and energy  |
| **WORK EXPERINCE****PROJECT CO-ORDINATOR** | **2013 -TILL DATE****\***Assist the PM in the drafting and issuance of project proposals, tenders, budgets, cash flows and preliminary schedules**\***Effectively and accurately communicate relevant project information to the client and project team**\*** Communicate ideas for improving company processes with a positive and constructive attitude, and for developing this attitude in others**\***Attend client meetings and assist with determination of project requirements**\*** Co-ordinate all the site worksPrepare and issue purchase order to contractors**\***Get the NGA, RRM, and SDE to sign the document at every stage**\***Attain the stages of site built CWS, CHP, THP and RFI is achieved on planed date |
| **CHIELE GLOBAL (DSTV)****ADMINISTRATIVE OFFICER**  | **2010-2013****\***Performs office management duties; oversees the maintenance of personnel and fiscal records**\***Coordinates office services, such aspersonnel, budget, and records management control.**\***Determines which information requires immediate attention of the executive, and delegates or refers other matters to various staff and departments. Attends meetings in the executive's absence.**\*** Activating and connecting the subscribers on the network**\***Swapping DSD when faulty  **\***Insuring good working environment for the staffs |
| **RELTEL TELECOMMUNICATION (ZOOM MOBILE)LAGOS****BTS SUPPORT SERVICES** | 2008-2010**\***Monitor core network/service equipment for outages and performance issues\*Isolate and identify root cause of faults for all core network related issues within scope\*Proactively review operating conditions of the core delivery and parameters thereof to optimize element monitoring and to seek out potential customer impacting issues before occurring\* Perform equipment checks remotely using automated monitoring tools in accordance with established policies and procedures\*Provide feedback to team and Management to improve best practices and procedures |
| **WOLD OF FAITH BIBLE INSTITUTE** | Basic certificate cause (**BCC**) |
| **HOBBIES** | Taking Challenges, Writing, Playing football, Meeting people, and travelling. |
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**Job Seeker First Name / CV No: 1801344**

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