



ORIZU CHILOTAM BLESSING

Address- Igwe Orizu Palace Otolu Nnewi, Anambra
okwybless@yahoo.com, 08147624077,

Nationality: Nigerian.

Place of birth: Nnewi.

OBJECTIVE

To build on my customer service and Care experience and gain an understanding of the culture of the country in which I plan to work.

To work with existing staff and facilities, contributing the best of my ability and quota to improve the company's objectives.

To apply my exceptional communication, interpersonal and organizational skills as well as knowledge acquired through customer service.

INSTITUTION ATTENDED, QUALIFICATIONS WITH DATES

- 1999-2004 Premier International Academy (West African Examination Council).
- 1990-1999 Dubem Nursery and Primary School Nnewi (First School Leaving Certificate).

TRAININGS

- Security Awareness Training (Charkin Maritime Academy 2022)
- STCW Training (Charkin Maritime Academy 2022)
- Food safety and hygiene (Level 2) 2022
- Alison elderly care and caring for the disabled Certificate Course (2022)
- Customer Service Tech (2021 Scholars International Institute of technology)
- General Health, Safety & Environment Course. (ISPON 2015)
- HSE Competence Development Course (Level 3) ISPON 2015
- First Aid & CPR Course. (ISPON 2015)
- ITTT 120-hour TEFL Certificate, Feb-march 2019 with pass grade B

EXPERIENCE

Customer Service Representative at Point Engineering Port-Harcourt Nigeria

- Listened and responded to customers' needs and concerns

Provided information about products and services

Take orders, determine charges and oversee billing or payment

Review or make changes to customer accounts, handle returns or complaints.

Customer Service Representative at Rapid Cabin Construction (2020 till date)

Worked with clients, Provided helpful information and answered questions

Reply to emails and chat messages

Provided information about our product and services

Listened and responded to complaints about products and services

Helped to solve issues and reported to the manager

SKILLS AND PERSONAL ATTRIBUTES

Proficient in MS Office

Exceptional communication

Problem solving

Good listener

Create, maintain and manage a healthy workplace

An excellent team player

Good time manager

Caring and friendly

Empathetic

Love kids

First Aider

Good Attention to Details.

Organizing

Fast learner

HOBBIES

Socializing, writing, reading, cooking, cardio workout, watching movies, traveling, cleaning, Basketball, Running, yoga, learning new things.

REFERENCE

[On request](#)

COVID 19 VACCINATED

YELLOW FEVER VACCINATED
