Omoge Monisola

Add: House 1, Success Close Bmuko Dutse Abuja

Tel:08162369570, Email: omogemonisola@gmail.com

**- SUMMARY -**

Highly motivated enthusiastic, result-oriented young person ready to explore and utilizes knowledge gained to associate with a vibrant organisations where strong sense of responsibility and commitment is required, where dignity of work provides job satisfaction and potential avenues for learning.

**- WORK HISTORY-**

**Upwork**

**Content/Ghost Writer**

Duties: Writing different projects based on clients topic according to clients instructions and directions and making sure projects gets completed before the allocated deadline.

Translating audio files from English to certain Nigerian language and vice versa.

**Onashop E-commerce Abuja**

**Customer service**

Duties: Maintained organized presentable merchandise to drive continuous sales. Organized racks and shelves to maintain store visual appeal, engage customers and promote merchandise.Evaluated inventory and delivery needs, optimizing strategies to meet customer demands.Analyzed and processed returns,assisting customers with finding alternative merchandise to meet needs.

**- EDUCATION -** Year Obtained

Adekunle Ajasin University Ondo State

Bachelor of Education (Guidance and Counseling) 2016

Federal Government College Idoani. 2011

**- SKILLS-**

Microsoft Word/Excel

-**AWARD**-

Project Management