

# CHIMA, OSOCHUKWU FRANCESSE

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FESTAC Town, Lagos.

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## **PERSONAL DATA**

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Gender: Female

Date of Birth: 15<sup>TH</sup> September, 1992

Marital Status: Single

State of Origin: Delta State

Core Values: Integrity, Resilience and Empathy

Personal Attributes: Creative, Aspiring and Loyal

## **CAREER OBJECTIVE**

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To obtain a challenging position in a dynamic institution requiring management, advisory and organizational skills.

## **EDUCATION**

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Jan2011–Nov2015

**B.Sc. Economics and Statistics**

University of Benin, Benin, Edo State.

Jan2004-July2009

**WASSCE**

Federal Government Girls' College, Sagamu, Ogun State.

Sept1998-July2003

**First School Leaving Certificate**

Local Authority Primary School, Araromi, Lagos state.

## **WORKEXPERIENCE**

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Aug2016

UBA Academy

Entry Level Trainee

- ✓ Customer Relation Officer training

May2016–Aug2016

Okeke Onyeodelu & Co Accounting firm

Accounting Intern

✓  
records

*Filing clients returns and documentation of clients*

- ✓ *Analysis book casting and payment schedule preparation*
- ✓ *Clients services*

July2015–April2016

Lagos Internal Revenue Service (LIRS)

NYSC Graduate Trainee

- ✓ *Tax payment monitoring and Administration*
- ✓ *Updating of Taxpayers office files and records*
- ✓ *Preparation of weekly and monthly station reports*
- ✓ *Attending to taxpayers need and complaints*

## **SKILLS AND COMPETENCIES**

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- Proficient in the utilization of accounting software (Sage50), and statistical and econometric packages such SPSS, E-VIEWS, MS Excel, MS word, Power Point.
- Creativity and Innovative disposition
- Persuasive ,warm, friendly and engaging personality
- Self motivated with a positive attitude.
- Ability to learn fast and on the job
- Ability to pay keen attention to details
- Able to work well under pressure, prioritize workload and work to deadline.

## **LEISURE ACTIVITIES**

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Reading, Singing, Soft furnishing and watching investigative movies.

## **MEMBERSHIP OF PROFESSIONAL BODY**

Member, Accounting Technician Scheme West Africa (ATSWA)

Student Member, Institute of Chartered Accountants of Nigeria (ICAN)

## **REFEREES**

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Available on request.