

GODWIN IGBEN

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PERSONAL PROFILE

Godwin Igben has worked as a volunteer raising awareness of the sustainable development goals (SDGs) among the youth. Within his role as a volunteer, he also delivered trainings to informal traders on resource management, as well as, participated in environmental and economic sustainability activities. He also has a combined two years' experience in marketing and accounts management. Within his role as an accountant for CRUTECH Micro-Finance Bank, He provided financial management, audit reports and provided quality service to customers. As a marketer, he delivered marketing campaigns and provided logistics to enhance new student enrolment. He is a target-driven and resourceful individual that possesses good communication, team working and management skills.

EDUCATION

- B.Sc Business Administration; **Cross River University of Technology, Calabar; January 2016.**
- Senior School Certificate Examination (SSCE); **Government Secondary School, Nyanya-Gbagyi; November 2011.**
- First School Leaving Certificate (FSLC); **Redemption Private School, Mararaba; July 2004.**

WORK EXPERIENCE

Lecturer (2021-present)

Lincoln College of Science Management and Technology, Azhata, Abuja.

- Taught 5 undergraduate courses, delivery lectures and practical sessions.
- Marking of students' assignments and examinations. Also providing informal feedback and written progress report.
- Collaborate with faculty staff to tweak and adjust course curriculum.
- Write regular reports regarding the progress of student's practical ability.

Customer Service Representative (2020-2021)

CRUTECH Micro-finance Bank, Ogoja, Cross River State.

- Maintain customer accounts and record account information.
- Make product recommendations or services to customers based on their needs and preferences.
- Follow communication guidelines, policies and procedures.
- Upgrade and cancel customer accounts by customer request.
- Handle customer complaints and provide solutions to ensure resolution of complaints.

Marketing Officer (2019-2020)

Hamizak Montessori Academy, Karshi, Abuja.

- Delivered marketing campaign targeted at enrolling new students (enrolled an average 5 students weekly).
- Contributed to the design and review of an updated marketing material for new student enrolment.
- Devised and presented strategies and plans to enhance promotion activities, for example, communicated the need to use vehicles for ease in transportation of pupils as a strategy to improve student enrolment.
- Use metrics to evaluate venture after completion, having seen them from start to finish.

Sales Representative (2017-2019)

Gideon's suite, Karshi, Abuja.

- Identify prospective customers' need.
- Reaching out to potential leads through variety of channels, such as email, phone, text, and social media.
- Selling out products or services to customers, and representing the brand.
- Negotiate prices, terms and prepare sales agreement.
- Submitting and processing orders to ensure customers receive the products and services they request on time.
- Maintain contacts list and follow up with customer to continue relationship.

Volunteer Member (2017-2018)

Sustainable Development Goals (SDGs) NYSC, Uke, Nasarawa State.

- Collaborated with other volunteers in organizing and disseminating gender-based, substance abuse and nutrition messaging across five schools in Nasarawa State, reached out to at least 1000 pupils, in promotion of gender equality, good health and wellbeing among youth.
- Contributed in the construction and donation of first aid boxes (10 first aid boxes donated) and provided instructions on usage of equipment to pupils in promotion of healthy living among youth.
- Participated in a tree planting campaign, which included purchasing of good tree seedlings and planting of trees (a total of 20 trees planted) in contribution to improving environmental sustainability.
- Participated in training traders on financial management and accountability to help foster their businesses (approximately 500 traders reached).
- In contribution to sanitation management, was involved in clearing of drainages and cleaning of markets and streets.
- Delivered in depth and well researched lessons on marketing and management to a class of 90 students, across three class arms.

PERSONAL SKILLS

Team work, self-motivation, communication skills, result-oriented, problem-solving and inter-personal relationship.

HOBBIES

Football, traveling, music, volunteering, and socializing.

ADDITIONAL INFORMATION

Nigerian citizen of Cross River State origin.

Male

REFEREES

Egbeji Gloria; Matron 1, General Hospital Karshi, Abuja.

Phone: 0805 099 2514

Enyi Stephen; Principal Geologist, NASENI, Abuja.

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