



Vitalis Sylvia Tochi

State of Origin: Imo State

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Career Objectives

My drive is to apply strategic foresight to improve the mode of operation and create a positive financial increase of my organization by using modern technological tools while ethical competitiveness among colleagues are maintained hence producing world class results for an organization that supports employees' growth and encourages hard work.

Education

Certificate of Proficiency in Human Resources Management 2016 -De AFTERMATH CONSULTS

Certificate of Participation in ICT (Human Resources Management) 2016 - Skill Acquisition & Entrepreneurship Development

Certificate of Proficiency in Administrative Support 2017 -Sharp Hire Limited (Push CV)

Bachelor of science (library and information science) - Michael Okpara University of Agriculture umudike abia state

Bachelor of art (mass communication) 2019 - National open university Imo State study center

Certificate in digital marketing (Udemy) 2022

Inherent Skills

- Result Oriented**
Well-organised; good planner; good time-manager
- Emotionally mature**
Calming and positive temperament; tolerant and understanding
- Profound Interpersonal Skill**
Working effectively in a team
- Sound Communication Skill**
Written and Oral
- Detailed and precise**
Fastidious and thorough
- Self-aware**
High affinity for knowledge of new things
- Self-sufficient**
Seeks new responsibilities and uses initiative
- Integrity driven**
Reliable and dependable
- Determined and decisive**
Solid approach to achieving tasks and objectives

Inherent Skills

- First step international school, Imo state**
Role: Teacher
Duration: 2012 - 2013
- OZB communications, Imo State**
Role: Sales Personnel
Duration: 2014 - 2015
- Coca-Cola Bottling Company, Onitsha Road, Imo State**
Role: Intern(HR)
Duration: 2015 - 2016
- Zanders FM, Owerri, Imo State**
Role: Anchor
Duration: 2018