



# OCHOLA EMMANUEL

Experienced marketing director and Direct Sales Agent in Financial sectors

**Experience:** 4 years | **Available:** Immediately | **Location:** Abuja

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+2348165698837

## ABOUT ME



Prepares ad hoc and non-recurring reports, graphs, and metrics. Provides assistance in budget preparation, forecasting, financial analyses, and productivity/labor analysis. Perform other job related duties as assigned.

## WORK EXPERIENCE



### ABUJA INVESTMENT COMPANY LIMITED, Garki 2, FCT Abuja

Senior level | Financial Manager  
Abuja , Nigeria  
2023-07-01 | 2024-01-01

Leading the team and supporting in functional and cross functional financial processes and procedures to include not least, payroll, monthly management account and purchase ledger.

Working closely with business partners to translate the financial reports into quarterly budgets, these are then incorporated into both financial systems and budgets.

Assessing revenues opportunities for company expansion and growths.  
Liaising with external auditors and fully managing the end of the year audit.

Assisting the financial Director with optimizing the P&L and cash flow process

### FORTIS MOBILE MONEY, Ahmadu Bello way, Mabushi FCT Abuja.

Senior level | Finance Assistant  
Abuja , Nigeria  
2021-11-01 | 2023-06-01

Handling of account maintenance activities; freezing/unfreezing of account, placing of lien, reactivation of dormant accounts.

Ensure prompt handling of customers' enquiries and complaints.

Responsible for the Issuance and maintenance of all card products to eligible

customers.

Ensure timely resolution of customers' issues and promptly consult the Head, Non-Financial Transactions for issues unable to handle or resolve.

Initiate and set up of Alert, Online and Mobile Banking services

Initiate linking / hot listing and blocking / unblocking of debit cards.

Ensure prompt account opening and closing; opening of all accounts and Domiciliary accounts

Ensures proper modification of customer account information on request

Initiate probate in accordance with customer mandate and relevant law.

Prompt verification and upload of scanned documents on CPC workflow and ensure timely capturing of cheque confirmation details.

Initiate requests on Template Generator for Confirmation Letters and Letters of reference

Ensure timely rendering of reports and issuance of adhoc statement of account

## **READY FINANCE INVESTORS LTD. ABUJA**

Executive level | Marketing Director

Abuja , Nigeria

2020-10-01 | Currently working here

Planning of annual marketing strategy for the company's products and services to support business growth ambition.

Create a calendar campaigns and events, develop brand strategy.

Setting of marketing budget and analyses the market and competitors

Monitoring and evaluating project activities and results.

Perform all other duties as assigned by the Head Branch Services.

Comply with the principles and policies in the Information Security Handbook

Maintain the Security of all Information entrusted to the staff

## **NYSC**

Executive level | Lecturing

Taraba State , Nigeria

2019-11-01 | 2020-10-01

Prepared lecture notes and educated students on relevant courses

Assigned assignments, graded tests and documented student learning progress

Supervised, educated, and mentored students on academic excellence and good morals.

Perform all other duties as assigned by the Head Branch Services.

Comply with the principles and policies in the Information Security Handbook

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## EDUCATION

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### Benue State Polytechnic Ugbokolo

HND | Microbiology

### Benue State Polytechnic Ugbokolo

Diploma | Science Laboratory Technology

### Odeh Momorial Secondary School Oyangede

High School (S.S.C.E) | Senior Secondary School Certificate

### St Francis Nursery and Primary School

Others | First School Leaving Certificate

## JOB SKILLS

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Computer literacy

Good communication skills

Ability to work efficiently

People skill

## LANGUAGE SKILLS

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English

## ASSOCIATIONS

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None: None



**NYSC Recommendations and Commendation Letter: Certificate | 2020**