

ABBHEY NSAN LOT

Admin| Retail Banking| Customer Service and Data Management Specialist

CONTACT

+2348148666161
nsanabbey@gmail.com
133 Aker Road, Iwofe Rumuolumeni, Rivers State.

SKILLS

- Excellent communication and interpersonal skills.
- Effective Team player with strong problem-solving skills.
- Proficient in Google Workspace and the Microsoft Office suite.
- Highly organized and proactive.
- Ability to work independently with minimal supervision.

GENDER

Female

REFERENCES

STEPHEN Eze

Branch Manager. / Access Bank Plc

Phone: +2348033752746

IBORO Archibong Willams

Head, Human Resources & Administration
Ibom Airport Development Company Limited

Phone: +2348036699875

PROFILE

Result-driven professional with a proven track record of delivering impactful solutions and driving growth. Skilled in problem-solving, analytical, and building lasting client relationships. Seeking an opportunity to leverage my expertise and contribute to your organization.

WORK EXPERIENCE

ACCESS BANK PLC 2022-To Date Customer Service and Data Management Specialist

- Managed customer relationships, resolving service issues promptly and escalating when needed.
- Managed account opening and customer data management while ensuring full compliance with KYC, AML, and internal data protection policies.
- Internal and external audit preparation and participation
- ATM card issuance and mobile Application installation.

IBOM AIRPORT DEVELOPMENT COMPANY LTD (IADCL)

Administrative Assistant(N.Y.S.C) 2020-2021

Delivered Administrative and front desk support with the HR department, maintained employee records and confidential documentation, and facilitated effective communication between the HR department and internal teams.

EDUCATION

BSc Management 2025
Ignatius Ajuru University of Education, Rivers State

HND Business Administration and Management 2019
Kenule Beeson Saro-Wiwa Polytechnic

ND Business Administration and Management 2016
Kenule Beeson Saro-Wiwa Polytechnic

S.S.C.E West African Examination Council (W.A.E.C) 2011
CSS Ikuru Town, Andoni, Rivers State

First School Leaving Certificate 2005
Ruhamah Nursery and Primary School, Port-Harcourt, R/State