

OKPALA ADACHUKWU

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PROFESSIONAL PROFILE

Multidisciplinary and results-oriented professional with a background in Criminology and Security Studies and experience spanning Business Development, Marketing and Digital Communication, Administrative functions and Security Operations. Brings strong analytical, strategic, interpersonal and organizational capabilities, with a proven ability to build stakeholder relationships, identify opportunities and contribute to business growth through effective communication and strategic execution.

CORE COMPETENCIES

- Business Development & Sales
 - Marketing & Digital Communication
 - Relationship Management
 - Administrative & Operational Coordination
 - Project Execution
 - Security Incident Management
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PROFESSIONAL EXPERIENCE

OPTIVA CAPITAL PARTNERS LTD

Relationship Manager | Oct 2025 - Present

- Drove business development and market expansion by identifying high-value client, building client relationships, and converting qualified prospects into viable business opportunities.
- Lead end-to-end client engagement, from strategic outreach and consultation to negotiation, follow-up and conversion, using persuasive and consultative communication to address client needs and communicate tailored solutions.
- Collaborate across business and marketing functions to identify growth opportunities, improve client acquisition strategies, and support the company's broader commercial objectives.

FEDERAL AIRPORTS AUTHORITY OF NIGERIA (FAAN)

NYSC Corps Member - legal Department, MMIA | Sept 2024 - Aug 2025

- Supported legal and administrative operations through the preparation, review, organization and maintenance of official correspondence, legal documents, reports and departmental records.
- Attended court proceedings on behalf of the department, documented key developments and prepared structured hearing reports and summaries for internal records, follow-up and case tracking.
- Conducted legal and regulatory research and collaborated with relevant departments on legal and administrative matters, strengthening documentation, professional communication, analytical and organizational capabilities.

GEWINCO UNIVERSAL NIG.LTD

Administrative Assistant | Nov 2023 - June 2024

- Coordinated day-to-day administrative operations, managing official correspondence, documentation, scheduling and records to support efficient workflow and organizational effectiveness.

- Provided direct support to management by coordinating meetings, managing information and communications, preparing reports and documents, and ensuring timely follow-through on assigned priorities.
- Served as a liaison between management, staff and external stakeholders, facilitating effective communication, resolving routine administrative matters and supporting the efficient execution of organizational activities..

FEDERAL AIRPORTS AUTHORITY OF NIGERIA (FAAN)

Aviation Security (Intern) MMIA | Aug 2022 - Jan 2023

- Participated in practical aviation security training, gaining exposure to airport security procedures, operational protocols and regulatory standards.
- Developed practical knowledge of security risk assessment, threat awareness and preventive security measures within an airport environment.
- Engaged with aviation security personnel and operational processes, strengthening observation, communication, documentation and situational-awareness skills.

EDUCATION

Chukwuemeka Odumegwu Ojukwu University

B.SC. in Criminology and Security Studies | 2019 -2023

TRAINING & PROFESSIONAL DEVELOPMENT

- **Cybersecurity** - TS Academy
- **Virtual Assistance** - ALX
- **Risk Management** - Alison
- **Security Incident & Event Management (SIEM)** - Alison
- **Entrepreneurship & Business Development** - Chukwuemeka Odumegwu Ojukwu University

ENTREPRENEURIAL EXPERIENCE

ZADA AFRIQUE

Founder & Creative Director | 2023 - 2025

- Built and managed an independent fashion brand, overseeing brand development, product strategy, customer engagement and business operations.
- Leveraged digital marketing, content creation and audience engagement to strengthen brand visibility and support customer acquisition.

LANGUAGES

- **English**- Proficient
- **German**- Basic