

Ikechukwu Juliet

julietikechukwu872@gmail.com · 09060485777 · Lagos

SUMMARY

Result driven economist seeking to leverage analytical skills and research expertise to support economic policy development and drive data inform decision making in a dynamic organization. Highly-motivated with desire to take on new challenges. Strong work ethic, adaptability, and exceptional interpersonal skills. Adapt at working effectively unsupervised and quickly mastering new skills. Dedicated with a proactive attitude and the ability to learn quickly. Strong work ethic and effective communication skills. Eager to contribute to a dynamic team and support organizational goals. Willing to relocate: Anywhere

EXPERIENCE

Retail manager and inventory

Nov 2025 - Present

Ellexandrabeauty-Yaba

- Manage staffs
- Take accurate inventory
- Coordinate daily operations in and out of the store
- Maintaining a good and positive atmosphere in the environment
- Etc

Graduate Trainee - Human Resources

Jan 2025 - Nov 2025

Brasvel consulting firm-Agege

supports the human resources department with administrative and clerical tasks, including maintaining employee records, assisting in recruitment by screening resumes and scheduling interviews, processing payroll, and onboarding new hires. They also help ensure compliance with labor laws, manage employee inquiries, and coordinate HR-related events and projects.

Manager /procurement officer

Oct 2024 - Jan 2025

Cebel supermarket-Yaba

- Control the affairs of the store
- Maintain good quality relationship with new and exiting customers.
- Input new stock in the system.each arrival of goods in order for accurate stock check
- Close account for cashier's after each day sales
- Coordinates staffs and organize merchandisers for the right arrangement of goods both new and existing goods
- Reporting to the management
- And also keep a good relationship between the management and the staffs

Head Cashier

Mar 2023 - Oct 2023

2K SUPERMARKET AND PHARMACY -Abuja

- Overseeing the cashiers, ensuring they follow company policies and procedures.
- Handling large cash transactions and ensuring accuracy in all financial dealings
- Providing training and support for new cashiers and ongoing training for existing staff
- Keeping track of cash level, preparing cash deposits, and reconciling registers at the end of shifts.
- Addressing customer inquiries and complaints effectively
- Implementing security measures to prevent theft and fraud

Front desk /Manager

Jan 2021 - Feb 2023

DOM SAMPROS -Ebonyi

- Reporting directly to the management .
- Supporting in interviewing and training new employees
- Maintaining customer relations
- Maintaining a safe and clean work environment
- Supporting in creating monthly reports for management and summarizing operational performance metrics.

EDUCATION

2023 - 2024

INTERNATIONAL INSTITUTE -EKITI

, Economics

2018 - 2022

EBONYI STATE UNIVERSITY-Ebonyi

Secondary School

2011 - 2017

ST. MICHAEL'S COLLEGE-Ebonyi

Secondary School

2005 - 2011

HOLY FAMILY NURSERY AND PRIMARY SCHOOL -Ebonyi

SKILLS

Customer Relations · Team building · Organization and Time Management · Multitasking · MANAGEMENT · Communication Skills · Customer Service · Leadership · Problem-solving · Problem resolution · Inventory · Cash handling · Cashiering · Food preparation

CERTIFICATION

Sushi food processing

Nov 2023