

OBJECTIVE

Organized and motivated employee eager to apply time management and organizational skills in various environments. Seeking entry-level opportunities to expand skills while facilitating company growth.

Hardworking employee with customer service, multitasking and time management abilities. Devoted to giving every customer a positive and memorable experience.

EDUCATION

Nnamdi Azikiwe University
BSC |Building Construction

Univelcity
Product management

Creaon Digital
Graphics Design

SKILLS

- Project Management
- Click up
- JIRA
- Confluence
- Project development and lifecycle
- Construction management

CONTACT

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- Lagos, Nigeria.

IGBOANUGO CHUKWUDALU

My expertise lies in driving business growth through strategic product management while delivering great technical solution. Good communication skill, focused on customer needs and market trends, great eye for designs and innovations and experienced with product and project management tools.

EXPERIENCE

PROJECT MANAGER PROARCH PROPERTIES DEVELOPMENT COMPANY

May 2022 – April 2023

- Conducted regular status meetings with internal teams and external partners to track progress against established milestones.
- Negotiated contracts with vendors and suppliers based on company objectives and budget constraints.
- Collaborated closely with senior management on long-term strategic planning initiatives related to projects in development or execution stages.
- Drafted weekly reports summarizing progress made on projects for review by executive leadership team.
- Maintained records of all documents related to each project including specifications, change orders, invoices.
- Ensured compliance with applicable laws, regulations, policies and procedures throughout the life cycle of each project.
- Developed and maintained project plans, timelines, and budgets.
- Created project plans with established timelines, assigned to appropriate teams and managed workflow throughout construction.

IN-HOUSE DESIGNER IGNITED YOUTHS' COMMUNITY

Mar 2021 – Apr 2024

- Developed innovative concepts for print projects while adhering to brand standards.
- Created and designed marketing materials such as flyers, brochures, posters and web banners.

- Ensuring consistency in a clients corporate and promotional brand.
 - Collaborated with a team of designers to develop creative solutions for clients' needs.
 - Conducted research on new trends in the industry and recommended changes accordingly.
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