

SAMPLE CURRICULUM VITAE

Anthony O.

John *BSC (HONS)*,

12 Bajulaye, Agege-Ogba Ikeja,
Lagos.

Cell Phone: XXXXXXXXXXXXX

Office: XXXXX XXXX ext XXX

Home: XXXXXXXXX e-

mail: xxxx@hotmail.com

Career Mission/Objective/ or a summary of what you can do:

**Personal
Data**

Date of Birth : 12th July, 1920.

Sex / Marital Status: Male / Married with 20 Children.

State of origin : Abia State.

**Working
Experience**

Sept. 2003 – Jun. 2004 **Xxxxx Company Nig Plc.** Lagos

Logistics Officer.

- Finished Products Output planning
- Preparation of Production Forecasts and Plans weekly, monthly, Quarterly & Yearly.

Specific Achievements in job function

- Specific Achievements on the job e.g. Assisted to save the company =N=000,000 from invoices that were
- Specific Commendation or awards specific to job function.

Sept. 2002 – Oct. 2003 **Previous Company Nig Plc.** Lagos

Admin. Officer.

Finished Products Output planning Specific Achievements in job function

- Specific Achievements on the job e.g. Assisted to save the company N000,000 from invoices that were...

Specific Commendation or awards specific to job function.

Educational Qualifications

1945 – 1947 **JESUS UNIVERSITY** Lagos, Nigeria
MBA (General Management)
 Final Result - 10 Distinctions, 9 Upper Credits, 1 Credit. (CGP 4.42 out of Max. of. 5)

1994 - 1995 **DPMS/IBM Computer Institute** Lagos, Nigeria **Diploma in Computer Studies**
 Final Result - Distinction.

1984 - 1989 **Lagos State University** Lagos, Nigeria **Bachelor of Science in Business Administration**
 Final Result - 2nd Class Lower division

1983 - 1984 **St Gregory College)** Lagos, Nigeria
G . C .E 'o' Level
 Final Result - 4 Distinctions, 2 Credits.

| Relevant Training Programs | Date | COURSE | ORGANISER |
|-----------------------------------|-----------------|---------------------------|-------------------|
| | 24-25 Jul. 2003 | Self Management Programme | NCCF Lagos Branch |

Professional Memberships

Relevant Research Evaluation of the impact of TQM implementation on productivity and corporate performance at NNPC. (MBA Thesis.) June 1999.

Assignments The manufacturing sector of Nig. economy (The past, present, & future) Feb. 1999.
 Small Business failures in Nigeria. (Causes, Consequences, & Success Factors) June 1998.
 Effect of leadership style on motivation and performance of subordinates in a corporate setting. Case of Xxxxxxx. (PG DIP Thesis.) Aug. 1997.

Awards Received 2001 XXXXXXXXXXXX **Award recipient** for year 200x
 Oct 1990 XXXXXXXXXXXX **Award recipient** for outstanding performance during 198x/9x NYSC service year. -
 1985-89 Xxxxxxxxxxx Undergraduate Scholarship award.
 July 1983 College award for being the **Senior Prefect 198X/8X** session.

Languages English, Yoruba, Xxxxxxxxxx

Teaching, Coaching, Meeting people, Graphic arts, Music.

Hobbies

References

Jide Taiwo

JKL Limited.

2 Ahmed Onibudo Street, Victoria .

.

Island, Lagos, Nigeria. Tel:

e-mail,

Usually of 3 (1 Current Employer, 1 Past Lecturer, and 1 Senior colleague or mentor)