Trinity Nnaemeka Elias

Manager | Customer Service | Operations & Administration

Professional Profile Dedicated and results-driven professional with experience in management, supervision, customer service, security surveillance, education, and administration. Skilled in team leadership, inventory management, workplace organization, and delivering excellent customer service. Committed to contributing positively to organizational growth through hard work, integrity, and continuous learning.

Core Skills

- Team Leadership and Supervision
- Customer Service
- Inventory and Store Management
- Office Administration
- CCTV Surveillance
- Communication and Interpersonal Skills
- Time Management
- Problem Solving

Professional Experience

Manager | Meez Treat, Abuja

2024 – Present

- Oversee daily business operations.
- Supervise staff and ensure quality customer service.
- Manage inventory and operational efficiency.

CCTV Surveillance Officer | Bold and Beautiful

2023 – 2024

- Monitored CCTV systems and maintained security records.
- Reported security incidents promptly.

Supervisor | Cepat Oil and Gas Limited

2022 – 2023

- Supervised daily operations and coordinated staff activities.
- Ensured compliance with company procedures.

Teacher | Victory Academy, Abuja

2021

Teacher | Zibah Model School

2021

Pastor in Charge | Living Faith Church Worldwide

2021

Store Keeper | Private Warehouse (Construction Site)

2015 – 2020

- Managed inventory and maintained accurate stock records.

Waiter | Bolton White Hotel

2015

Office Assistant | Ador Oil & Gas Ltd., Abuja

2011 – 2012

Education

- **Bachelor's Degree (In Progress)** — National Open University of Nigeria (NOUN), Abuja (2022–2026)
- **National Diploma (ND)** — Federal Polytechnic, Nasarawa State (2012–2015)
- **Senior Secondary School Certificate** — Victory Academy, Kaduna State (2005–2011)

Personal Information

- **Date of Birth:** 12 August 1990
- **Gender:** Male
- **Marital Status:** Single
- **Nationality:** Nigerian
- **State of Origin:** Enugu State
- **Local Government Area:** Udenu

Hobbies Reading, meeting people, and travelling.