

## UNN STAFF PROFILE TEMPLATE

### Personal Info

Name: IKECHUKWU CLEMENT OKORO  
Faculty: ADMINISTRATION  
Department: REGISTRY  
Designation: SENIOR MACHINE ROOM SUPERVISOR/HIGHER EXECUTIVE OFFICER  
E-mail Address: clement.okoro@unn.edu.ng  
Phone Number: +234(0)7037760642

### Brief Biography

Mr. Ikechukwu C. Okoro hails from Okasibi-Uvuru, Uzo-Uwani L.G.A., Enugu State. He was born on February 14, 1979. He had his formal education as follows: Union Primary School, Nsukka; Nsukka High School, Nsukka and Community Secondary School, Aguibeje, Enugu-Ezike; University of Nigeria, Nsukka; all in Enugu State of Nigeria. Mr. Okoro is happily married to Mrs. Chioma Cynthia Okoro (Nee Odo). As at date of this submission, the marriage is blessed with two boys (Ikechukwu Chisimdi JohnPaul and Ikechukwu Chiadikamma Gideon).

### Areas of Specialization

- Personnel Management

### Responsibilities

- Taking directives/instructions from the Head of Unit or his subordinates and carrying out same.
- Typing of correspondence and minutes of statutory bodies such as Council and its Committees etc.
- Assisting the Council Unit Secretary during his absence.
- Photocopying of Council communications.
- As Senior Machine Room Supervisor, I stand the channel of e-communication for all Council matters, to all Council Members and other external official communications.
- Act as Recorder to some Council Sub and Ad-Hoc Committees.
- Any other duty that may be assigned by the Head of the Unit or his Lieutenants.

## Membership of Professional Bodies

### **CURRICULUM VITAE**

**SURNAME:** Okoro  
**OTHER NAMES:** Ikechukwu Clement  
**DATE OF BIRTH:** February 14, 1979  
**PLACE OF BIRTH:** Nsukka  
**LOCAL GOVERNMENT OF ORIGIN:** Uzo-Uwani  
**STATE OF ORIGIN:** Enugu  
**NATIONALITY:** Nigerian  
**RELIGION:** Christianity  
**PERMANENT HOME ADDRESS:** Akanato-Okasibi, Uvuru, Uzo-Uwani, Enugu State

**MARITAL STATUS:** Married with two (2) children

#### **INSTITUTIONS ATTENDED**

Union Primary School, Odenigbo, Nsukka  
Community Secondary, Aguibeje,  
Enugu-Ezike, Igbo-Eze North L.G.A.

Christ the King Computers, Nsukka  
University of Nigeria, Nsukka  
University of Nigeria, Nsukka

#### **QUALIFICATION OBTAINED WITH DATE**

First School Leaving Certificate  
SSCE (WAEC and NECO), 2002  
Certificate in Computer Applications, 2002  
Ordinary National Diploma (OND) – 2010  
Bachelor of Science (B.Sc.) - 2017

#### **PREVIOUS EMPLOYER**

Christ the King Computers, Nsukka

#### **POSITION**

Computer Operator

#### **DATE**

2002 to 2006

#### **PRESENT EMPLOYER**

University of Nigeria, Nsukka

Snr. Machine Room  
Supervisor/HEO

2006 till date

**HOBBIES** - Reading, farming and Computing