

CURRICULUM VITAE

SURNAME: Oko
OTHER NAMES: Odogu Mark
POSITION: Catering Officer
DATE OF BIRTH: February 14, 1970
PLACE OF BIRTH: Lagos State
LOCAL GOVERNMENT OF ORIGIN: Bekwarra
STATE OF ORIGIN: Cross River
NATIONALITY: Nigerian
RELIGION: Christianity
PERMANENT HOME ADDRESS: Opposite Capital Gateway, Hotel Ado
Nasarawa State
SEX: Male
MARITAL STATUS: Married with two (3) children
E-MAIL ADDRESS: mark.oko@unn.edu.ng

INSTITUTIONS ATTENDED

QUALIFICATION OBTAINED WITH DATE

Ajeromi Central School 1 ^A , Araromi Apapa	First School Leaving Certificate – 1981
Bekwarra Secondary School, Abouchiche Ogoga, Cross River State	SSCE - 1988
Government Technical College, Nsukka	NABTEB, Advance Level, 2012
University of Nigeria, Nsukka	Bachelor of Science (B.Sc.) - 2017

PREVIOUS EMPLOYER

Arewa Suite Hotel, Abuja

PRESENT EMPLOYER

University of Nigeria, Nsukka

REFEREES

- 1. Mr. Ogor Patrick Odo**
Federal Ministry of Water Resources
Abuja, 08059692194
- 2. Mr. Hillary Otumahana**
Ministry of Foreign Affairs
Abuja, 08033588322
- 3. Mr. Ogar Sunday Oko**
Julius Berger Nig. Plc
Abuja, 08029148244

UNN STAFF PROFILE TEMPLATE

Personal Info

Name: MARK ODOGU OKO
Faculty: ADMINISTRATION
Department: REGISTRY
Designation: CATERING OFFICER
E-mail Address: mark.oko@unn.edu.ng
Phone Number: +234(0)8065664018

Brief Biography

Born on 21.05.1970. Had formal schooling at Ajenomi Central School 1A Averomi Olodi, Apapa-Lagos, Nigeria; Bekwarra Secondary School, Abonchiche, Cross River state, had NABTEB Advanced Level; B.Sc. Public Administration in the University of Nigeria, Nsukka (certificate in view).

Areas of Specialization

Catering – In the Chancellor’s Lodge, University of Nigeria, Nsukka.

Responsibilities

- As a Catering Officer, I take care of the feeding of the Chancellor and his guest.
- Making sure that the Chancellor’s lodge is properly kept.

I’m presently attached to the Council Affairs Unit, assisting in the following assignments:

- Maintenance of Unit correspondence record register, dispatch and receipt of mails.
- In-charge of photocopying machine.
- Filing of documents under the guidance of the P.E.O. II.
- Receipt and compilation of Council papers for the Deputy Registrar.
- Any other duty that may be assigned to me by the DR or his Lieutenants.

Membership of Professional Bodies