

# RICHARD, GABRIEL OMOODION

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## PROFESSIONAL SUMMARY

- An Adaptable and perseverant individual with an amiable and charming persona and integrity, a tested Credit Portfolio Manager, Data Analyst and Safety Auditor with over **4 years** Credit and Data Analysis/Management and research practice experience producing high value collaborative deliverables.
- Proficient in developing working marketing techniques with excellent persuasion skills, basic accounting information processing knowledge to drive a result-oriented growth pattern.
- Highly result-oriented using Basic Information Systems (BIS) and Technological Business tools and applications such as Microsoft Word Office Suites, Microsoft Power Platform, Data Analysis with Excel, Python, SQL and Tableau.

## OBJECTIVE

Innately obliged to deliver on all assigned tasks or duties, timely and effectively, by championing an unparalleled and excellent work legacy, whilst considering company's success as pre-requisite to personal success.

## BIO-DATA

- |                                   |  |
|-----------------------------------|--|
| • <b>Sex:</b> Male                | <b>Languages Spoken:</b> Edo, English and Yoruba |
| • <b>Date of Birth:</b> July 27th | <b>Nationality:</b> Nigerian                     |
| • <b>Marital Status:</b> Single   | <b>Marital Status:</b> Single                    |

## SKILLS

- |  |                                   |
|--|-----------------------------------|
| • Effective Communication & Mentoring          | Strategic Result Oriented Thinker |
| • Data Analyst and Innovation Catalyst         | Effective Time Management         |
| • Effective in Editing, Drafting and Reporting | Quick Decision making             |
| • Team Player and Policy Driven                | Lean Data Research Approach       |
| • Excellent Customer Liaison                   | Technical Aptitude                |

## EDUCATION

- |   |                             |
|---|-----------------------------|
| • <b>Bachelor of Science:</b> Animal and Environmental Biology<br><i>University of Benin -Edo State</i> | <b>Sept 2009 - Mar 2013</b> |
| • <b>Senior Secondary School Leaving Certificate (Private)</b>  | <b>Nov 2006 - Dec 2008</b>  |
| • <b>Senior Secondary School Leaving Certificate</b>  | <b>Aug 1998 - Jun 2003</b>  |
| • <b>First School Leaving Certificate</b>   | <b>Aug 1992 - Jul 1997</b>  |

## ACCOMPLISHMENTS

- Team Member, Credit Committee, LAPO Microfinance Bank
- Team Member: Second Most Performing SME Business Unit - 2021
- Served as the Teamlead for a small group on Occupational Health and Safety Project- Adaptation of HACCP to purification -2015
- Best Serving Corp Member (Madonna Comprehensive College) -2015
- Outstanding Loan portfolio growth from 14.5 million Naira to 72.82 million Naira in a year and Half.
- Created and deployed an automated Excel-based solution for Loan Monitoring and portfolio reporting using Google Appscript
- Created and deployed an Automated Excel based solution for Loan Business Appraisals and Credit Decision Making across the Bank

## TRAINING

- *Financial Modelling and Valuation Analysis (FMVA-In View) - CFI*
- Microsoft Power Platform and Microsoft Office Suites - *Edojobs in partnership with Microsoft*
- Code of Conduct in Nigeria Banking Industry - *LAPO Microfinance Bank*
- Anti-money Laundering (Intermediate Level) - *LAPO Microfinance Bank*
- Growing Business Online with Google Ad session and Profile Session, Non-Profit Management Advertisers Masterclass  
-*Google for Africa*

## CERTIFICATIONS

- Certification in Data Analysis using Python by Poshem Technologies Training Institute
- Certification in Front- End Web Development by **Google African Scholarship-2017.**
- Certification in Management from the **Nigerian Institute of Management-2015**
- Certification in **Health and Safety Environment** from JPTS int'l (DPR Accredited)-2015.
- Certification badge in Fundamentals of **Computer Networking** (Alison)-2014
- Certification in Project Planning and Management from Skills edge Consult, Abuja-2014.

## EXPERIENCE

### ✓ **Credit Administrator (Oct 2021 – Present)**

*LAPO Microfinance Bank*

- Reviewing, Directing ensuring effective Loan Portfolio Management and audit of NPLs to check PAR trend for profitability analysis
- Collation and/or Preparation of Daily and Monthly Performance Reports for rendition to Platform Team.
- Conducting effective market research, creating and deployment of digital processes for Client acquisition
- Training and mentoring junior staff; Reviewing all Account Opening Packages and ensuring compliance in line with Bank's policy
- Credit recommendation, Loan disbursement, Administration and Monitoring.
- Ensuring high quality standards of the bank's deposit and credit portfolio with aggressive and strategic drive towards zero PAR.

### ✓ **Senior Relationship Manager (Mar 2020-Sept 2021)**

*LAPO Microfinance Bank*

- Business Verification and Financial Appraisals
- Credit Process Flow Modification, Loan Monitoring, recommendation for re-structuring and Loan recovery.
- Business Process and performance reporting

### ✓ **Relationship Manager (Jun 2019 – Feb 2020)**

*LAPO Microfinance Bank*

### ✓ **Laboratory Research Assistant**

*Ministry of Environment and Public Utilities*

## INTERESTS

Programming | Networking | Study and Discovery | Watching Sci-Fi Movies | Playing Table Tennis