

ABDULRAHMAN ABDULRAHEEM ADENIJI

Surname : Abdulraheem
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Home language : English
Other language Proficiency : Yoruba,

1. Academic details

a) Tertiary Education

Institution : Usmanu Dan Fodiyo University Sokoto
Course : B.sc-Ed Biology
Current Year : Completed (2024)

Institution : Federal College of Education (Technical), Akoka
Course : NCE (Computer Science / Integrated Science)
Current Year : Completed (2018)

Institution : Ilupeju Central Ratibi Computer Institute
Course : Diploma in Desktop-Publishing/Printing technology
Current Year : Completed (2013)

b) Secondary Education

School : Federal Science and Technical College Yaba, Lagos
Year : 2013
Qualification : Grade 12

c) Professional Membership : Teacher's Registration Council of Nigeria

2. Work Experience

Name of Company : Zeinny Homes
Position : Personal Assistant
Duration of service : July 2025- Dec 2025

Name of Company : Al- Akeedat model college
Position : Science Teacher (Biology, Physics, Chemistry)
Duration of service : JAN 2025- July 2025

Duties/Responsibilities

- ✓ Delivered curriculum aligned science instruction using strong subject knowledge, communication, and classroom management skills to Improve student understanding and academic performance.
- ✓ Designed lesson plans, assessments and reports demonstrating organization evaluation and analytical abilities.
- ✓ Integrated sustainability and leadership concept into teaching, reflecting adaptability and Innovative instructional practice.

Name of Company : Jade Crystal Colours
Position : Intern
Duration of service : JAN 2019- Feb 2020

Duties/Responsibilities

- ✓ Creates digital and print materials using Canva and Corel draw, applying visual communication, branding and creativity skills,
- ✓ Supported content development and online engagement through attention to details, time management and collaborative teamwork.
- ✓ Assisted in Job Delivery Operations while maintaining quality consistency and Professionalism

Name of Company : Aguda senior grammar school
Position : Subject Teacher Computer studies, IRS, data processing)
Duration of service : November 2017 - July 2019

Duties/Responsibilities

- ✓ Class Teacher / Science Educator (2018 – 2019)
- ✓ Delivered curriculum-based instruction, prepared lesson plans and assessments, and integrated sustainability concepts
- ✓ into classroom teaching.

Name of Company : Lhaw Communications
Position : Sales representative
Duration of service : July 2013 - October 2014

Duties/Responsibilities

- ✓ Managed customer relationships and distribution using strong inter-personal, negotiation and communication skills.
- ✓ Maintained accurate sales records and reports, demonstrating reliability and attention to detail.

3. Transferable Skills

Communication (written & verbal), Visual communication, leadership, team collaboration, Organizational, skills Administrative Support, project coordination, report writing, research skills, digital literacy, graphic design()

a) **Computer skills and knowledge**

I have a good working knowledge of the following:

- ✓ Microsoft Office Suite
- ✓ Internet. research
- ✓ E-Mail
- ✓ Graphic design packages (Canva, Pixel lab and Corel draw)

➤ b) **Communication Skills**

E.g.

- Verbal skills: my ability to communicate well with different people on the phone and face to face at a working environment and at tertiary level has enabled me acquire this skill.
- Writing skills: writing memorandums and letters at a working environment and assignments at tertiary environment have enabled me to obtain this skill.
- Interpersonal skills; my ability to speak, write and present myself fluently and immaculately has enabled me to have good interpersonal relations with different people.
- Leadership skills: Ability to lead coordinate, and collaborate with diverse teams in academic, organizational and community settings

I was the Executive Vice President JCI Nigeria Usman dan fodiyo University 2022.

I was the leader of the Social Enterprise Academy in 2022.

I was the President JCI Nigeria Usman dan fodiyo University 2023.

I was the Hall of Residence (Bakassi Bk A1) Governor 2023

I was the Hall of Residence (Bakassi Bk A2) Governor 2024

4. Achievements: 2nd Runner-up Social Enterprise Academy Business Pitch Deck in 2022

Most Outstanding Member – JCI Nigeria Northern Collegiate (2022)

Most Supportive Area Team Member – JCI Nigeria Northern Collegiate (2022)

Led a team of Humanitarians who carried out several community Impacting project ranging from Environmental sanitation, Climate response,

Led the first ever Hall of residence Water sanitation exercise in 2023

Was voted the Most active Hall Governor (Male) 2023

5. Attributes ; Hard working ,Organised, Dependable, Adaptable, Self motivated, Goal oriented, Ethical, Team-oriented, Proactive, Results-driven, Strong inter-personal skills, Professional, Integrity, Willingness to learn and Cutulrally aware, Able to work Independently and Collaboratively while maintaining high ethical standards, a strong sense of responsibility and associate well with people of different cultures, beliefs, and personalities.

6. References

Name : Akinwande Ayodeji

Designation : CEO
Company : Jade Crystal Colours
Contact telephone numbers : +2348037256221

Name : Dhikratullah Twins
Designation : H.R
Company : Al-Akeedat model college
Contact telephone numbers : +2349012282602 / +2347085701713