

# Felix Oyeleke

Property & Facility Management | Asset Operations Leadership  
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## Executive Summary

Hands-on, service-oriented operations and property management leader with 10+ years of experience managing residential, commercial, and offshore assets. Proven record in property maintenance, vendor management, budgeting, and team leadership — consistently delivering safe, efficient, and cost-effective operations. Skilled at developing preventive maintenance programs, fostering a value-based service culture, and integrating technology and AI tools for workflow automation and predictive maintenance. Recognized for building strong tenant and partner relationships and maintaining operational excellence across diverse portfolios.

## Core Competencies

- Property & Facilities Oversight: Maintenance, inspections, service coordination
- Offshore Asset & Survey Management: Equipment rentals, deployment, tender submissions, operational compliance
- Operational Process Development: Efficiency, safety, workflow optimization
- Vendor & Contractor Management: Relationship building, cost-effective delivery
- Budgeting & Financial Management: P&L oversight, cost control, resource allocation
- Team Leadership & Training: Coaching staff, fostering accountability and service culture
- Technology & AI Integration: Property management software, predictive maintenance, workflow automation
- Tenant & Stakeholder Relations: Move-ins, move-outs, issue resolution, satisfaction

## Professional Experience

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|--|--|----------------|--|--------------|
| Altair Vision Ltd – Director   |  | St. John's, NL |  | 2025–Present |
| - Founded and managed a multi-team operations company, overseeing daily operations and project execution.<br>- Coordinated contractors, vendors, and suppliers to ensure quality and timely delivery service.<br>- Developed SOPs, training programs, and safety protocols for operational teams.<br>- Implemented digital and AI workflows to improve operational tracking, task completion, and reporting efficiency.<br>- Acted as primary point of contact for clients and stakeholders, maintaining high service standards. |  |                |  |              |

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| Landerty Investment Limited – Co-founder   |  | Lagos, Nigeria |  | 2020 – 2022 |
| - Managed residential and commercial properties, including tenant coordination, preventive maintenance, and service issue resolution.<br>- Coordinated contractors, vendors, and service providers for renovations, repairs, and ongoing property maintenance.<br>- Managed budgets, financial reporting, and P&L accountability for multiple property assets.<br>- Implemented operational workflows and reporting systems, increasing team efficiency and tenant satisfaction.<br>- Oversaw property onboarding and move-out processes, achieving 95% tenant satisfaction and retention. |  |                |  |             |

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|---|--|----------------|--|-------------|
| Distress Property Market Limited – Operations Manager   |  | Lagos, Nigeria |  | 2019 – 2022 |
| - Directed property management operations for residential and commercial units.<br>- Scheduled and supervised maintenance, repairs, and upgrades, reducing service backlog by 30%.<br>- Negotiated vendor contracts, achieving 25% cost savings while maintaining service quality.<br>- Implemented inspection routines and preventive maintenance programs to extend asset lifecycles.<br>- Developed SOPs and reporting systems, improving operational transparency and accountability. |  |                |  |             |

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| Pisces Offshore Limited – Operations Supervisor  |  | Lagos, Nigeria |  | 2018 – 2019 |
| - Managed multi-site teams, vendor relationships, and operational logistics for offshore projects.<br>- Mentored junior staff and implemented process improvements for operational efficiency.<br>- Managed document control, operational reporting, and client communication.<br>- Oversaw survey equipment rentals, deployment, and maintenance, ensuring operational readiness<br>- Contributed to process improvement initiatives, SOP development, and team training. |  |                |  |             |

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| Brone Offshore Surveys Limited – Project Officer  |  | Lagos, Nigeria |  | 2018– 2019 |
| - Wrote and submitted tenders for offshore survey projects, coordinating technical and financial requirements |  |                |  |            |
| - Managed multi-site offshore survey teams, including equipment scheduling and logistics                      |  |                |  |            |
| - Coordinated with contractors and suppliers to ensure timely delivery and operational compliance             |  |                |  |            |
| - Implemented SOPs and contributed to process improvements for survey operations                              |  |                |  |            |

(Condensed earlier roles - full details available on request)

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## Key Achievements

- Successfully managed a portfolio of residential and commercial properties across Nigeria, ensuring high tenant satisfaction, timely maintenance, and operational efficiency.
  - Developed and implemented preventive maintenance programs that reduced service issues by 30% and extended asset lifecycle.
  - Coordinated contractors, vendors, and service providers for renovations, repairs, and upgrades, achieving cost savings of up to 25% while maintaining high-quality standards.
  - Streamlined tenant onboarding, move-ins, and move-outs, including inspections and service coordination, improving tenant retention and satisfaction.
  - Established operational workflows, reporting systems, and SOPs for multi-property management, increasing team efficiency and accountability.
  - Negotiated service contracts and vendor agreements, reducing operational costs while improving service delivery consistency.
  - Introduced technology-driven tracking and workflow systems for property operations, enabling real-time monitoring of maintenance, inspections, and service requests.
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## Education

Master of Business Administration (MBA) candidate: Memorial University of Newfoundland, Canada (Part-Time)

Master of Applied Ocean Technology - Memorial University of Newfoundland, Canada

Grade: Distinction

Bachelor of Technology (B.Tech) – Marine Geosciences - Federal University of Technology, Akure, Nigeria

Grade: Second Class Upper Division

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## Core Competencies

**Project Management:** End-to-end execution, Budget/Resource Allocation, MS Project, Agile/Scrum, Jira, Yardi Breeze, MRI Software, AppFolio, Hippo CMMS.

**Leadership & People Management:** Team Leadership, Coaching & Mentorship, Stakeholder Engagement, Cross-Functional Collaboration, Change Management

**Programming and AI:** Deep learning (YOLO, CNNs), Python, TensorFlow, PyTorch.

**Offshore Operations:** HSE Compliance, Vessel Logistics, Survey Planning, Multinational Team Leadership.

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## Professional Development & Certifications

- Certified Facility Manager (CFM) Essential Training – 2023
- Udemy: Facility Management: Operation, Maintenance & Services
- Udemy: Facility Management: Leadership Skills for Success
- Udemy: Facility Management: Planning, Budgeting & Space Management
- ISO 9001:2015, ISO 14001:2015, ISO 45001:2018 – Integrated Management Systems
- PMP – Project Management Institute
- BOSIET (OPITO-Approved) with Emergency Breathing System
- Marine Medical Certificate – Transport Canada
- Small Vessel Operator Proficiency & Domestic Vessel Safety – Transport Canada
- AI & Programming: Python, TensorFlow, PyTorch, YOLO, CNNs; Courses on Neural Networks & Deep Learning
- Newfoundland & Labrador Real Estate License (NLAR) – Licensed Realtor