

TEMITOPE OLADEJI OLOLADE

temilade140@gmail.com: ROAD 10, HOUSE 20 DIAMOND ESTATE ISHERI IGANDO, LAGOS, NIGERIA

(+234) 8166016790,

Educator| Analyst | Administrator

PROFILE:

Dedicated and discipline with five years of experience in high school and middle school environment, versatile in modern day technology and has the dynamic ability to fit in any work environment. I aspire to take on leadership roles where I can drive positive change and innovation within educational institutions. I plan to leverage analytic-related technology to transform education; by embracing technology as a catalyst for innovation, I seek to enhance student engagement, improve learning outcomes, master analysis and projections, and prepare scholars for success in the 21st-century workforce. I am committed to contributing to the body of knowledge in educational-related fields through research, and academic inquiry.

BIODATA

Date of Birth: September 30th

Nationality:

Nigerian **Marital**

Status: Single **Sex:**

Female

Preferred Call Name: Temitope

Administrative, Teaching and Analysis Experiences and Achievement

FLORAL GOLDEN HERITAGE SCHOOL, NIGERIA

Role: SCHOOL ADMINISTRATOR CUM MATHEMATICS TEACHER

September 2020 - till date

- Managed day-to-day operations of the school, overseeing administrative staff and ensuring compliance with regulatory standards.
- Implemented strategic initiatives to improve student enrollment, resulting in a 40% increase in student population over two academic years.
- Developed and maintained effective communication channels between faculty, staff, parents, and students, fostering a positive and supportive school community.

NABKON AUTO SOLUTIONS LTD, NIGERIA

Role: SECRETARY

August 2018 - January

2020

- Provided administrative support to senior management, including scheduling appointments, managing correspondence, and organizing meetings.
- Maintained accurate records of financial transactions, inventory, and office supplies, ensuring efficient operations and cost-effective resource management.
- Streamlined office procedures and workflows, resulting in a 15% increase in productivity and efficiency.

FLORAL GOLDEN HERITAGE SCHOOL, NIGERIA

Role: MATH TEACHER (NYSC)

May 2017 - May 2018

- Designed and delivered engaging mathematics lessons for students across multiple grade levels, utilizing innovative teaching methods and instructional materials.
- Monitored student progress and provided individualized support to students with diverse learning needs, resulting in a 10% improvement in overall academic performance.
- Collaborated with colleagues to develop curriculum materials and assessments aligned with educational standards and objectives.

EDUCATION

- **EKITI STATE UNIVERSITY –
NIGERIA Bachelor of Science: Maths
Education
(2016)**
- **UNIVERSITY OF LAGOS - NIGERIA
MSc: Mathematics Education (2021)**

CERTIFICATION AND MEMBERSHIP

- **Certified, Data Analyst, Inn Keeper | 2023**
- **Certificate of Excellence, Lagos Innovates Tech Talent
Development Program, Cohort 2023**
- **Certified, Data Analyst, Simpli Learn | 2023**
- **Certified, Data Science (Data Camp) | 2023**
- **Member, TRCN (Teacher Registration Council of Nigeria) | 2023**
- **Certified, National Youth Service Corps (NYSC) | 2018**
- **Certified, Oracle Database 11g, New Horizon | 2016**

SKILLS: Adaptability and Creativity | Effective Communication and Intrapersonal Skills | Strategic Problem-Solving | Leadership and Team Collaboration | Time Management | Research and Administration | Documentation | Data Analysis and Interpretation | Statistic Modeling | Data Visualization | Predictive Analytics | Business Intelligence | Risk Management | Programming | Microsoft Office Suite

Referee: Available on request.