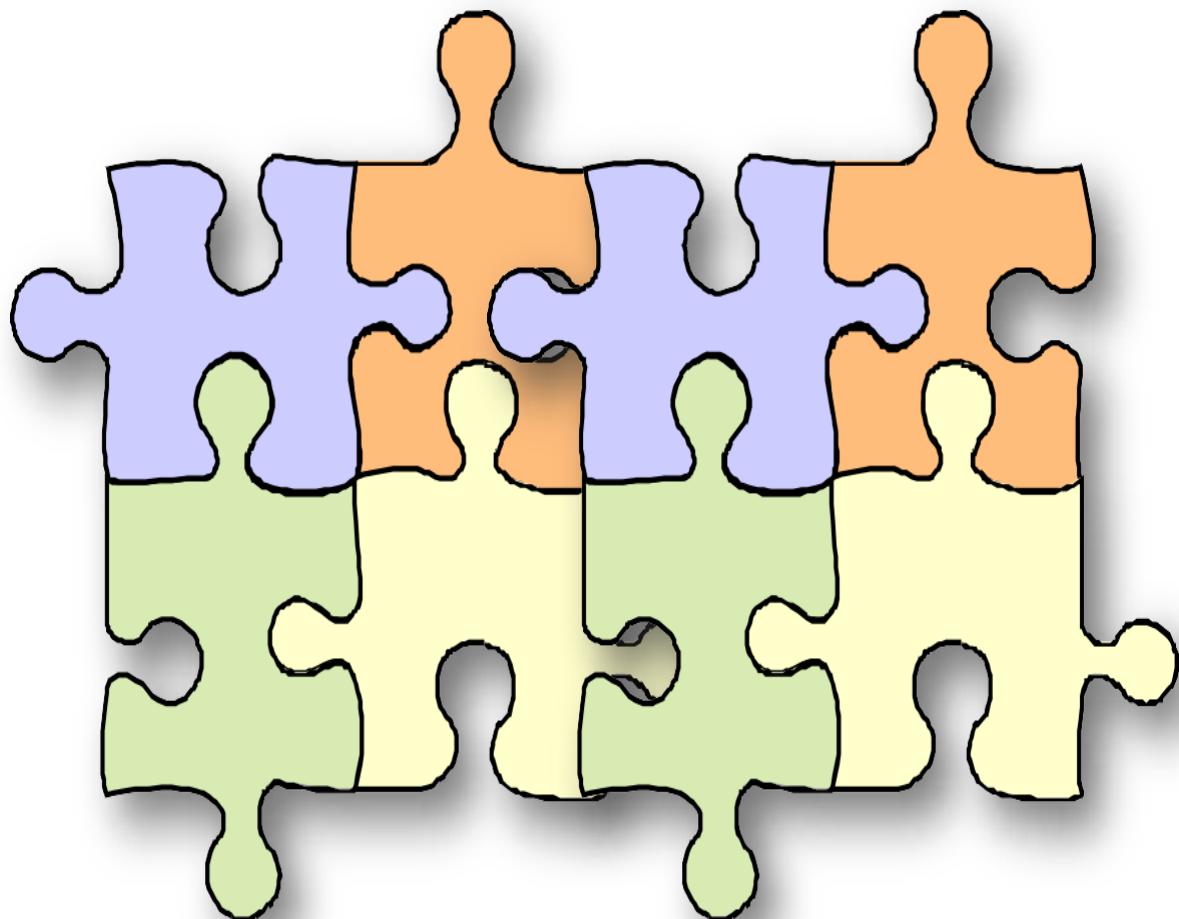


Curriculum Vitae

Akinboye Ademola Adeniyi

Email: hakin2hade@gmail.com

Tel: 08075182523



Bio Date:

Marital Status: Married
Date of Birth: 17th July 1982
State of Origin: Ondo State
Nationality: Nigeria
Contact Address: 2, Odusanya Str, Com.Road, Jankara-Ijaiye, Lagos,
Gender: Male

Objective:

To provide top-quality services and add value in a challenging work environment with the opportunity for career development.

I am an individual with ambition and drive for success. I am also performance driven and result oriented. I work well under pressure with little or no supervision and possess sound analytical and communication skills.

Education:

National Youth Service Corps
Ekenwa Barracks, Benin City, Edo State.
N.Y.S.C 2008 - 2009

Olabisi Onabanjo University, Ago-Iwoye, Ogun State.
B.A in History & Diplomatic Studies 2004 – 2007

Olabisi Onabanjo University, Ago-Iwoye, Ogun State.
ND in Marketing 2001- 2003

Ansar-ur-deen Comprehensive High School, Okota Isolo, Lagos.
S.S.C.E 1990 - 1996

Yaba Model Primary School, Yaba, Lagos State.
First School Leaving Certificate 1984- 1990

Qualification:

- National Youth Service Corps (NYSC)

- B.A in History & Diplomatic Studies
- National Diploma in Marketing
- Certificate in Computer Engineering, Applications and Web Development
- West African School Examination Council (G.C.E)
- Senior Secondary School Certificate Examination (WAEC)

Computer:

- Certified Front-End Web Developer
- Certified Media Director/Producer
- Certified Computer Engineer and Applications

Proficiency:

Highly Proficient in the use of;

HTML

JavaScript

CSS

Ms Word

Ms Excel

PowerPoint

Graphics (CorelDraw, Photoshop etc.)

Editing (Corel Studio, Premiere etc)

General Computer Maintenance (Repair) and usage of all I.T/Media gadgets.....

Working Experience:

Domino Stores.

2002-2003

(Events & Beverages)

17A, Commercial Avenue, Sabo Yaba, Lagos.

Clerical/Logistic Officer

- Entering all inventory into the computer.
- Manages all resources acquired.
- Controls all delivery and supply activities.
- Maintaining high quality records in a thorough and organized manner.

Wale Adenuga Film Production (PEFTI) 2006
Charity B/Stop, Oshodi.

Junior Director

- Make adequate understanding of the script to the Crew
- Make appropriate script adjustment
- Manage all production equipment
- Make timely record of events on set

Austesal Nig. Ltd 2010- 2013
(Securities & Tracking)
54, Shomade Crescent, Masha Kilo Rd. Surulere, Lagos.

I.T Manager

- Installing and configuration of computer systems
- Advertise the company's products and services on line
- Diagnose faulty hardware and software always
- Solving all technical and applications problems
- Prepare tender specifications and advice on the selection of computer hardware and software, as required.
- Design and produces every required art work needed

Home Access Microfinance Bank/Cooperative 2013- 2015
2, Ogbeche Close, Kelvin B/Stop, Agbado-Ijoko

I.T Expert

- Entering all records and data into the computer system
- Manage and control all inventory data bases
- Ensure proper management of the company's facilities

Technology & Distributions Ltd. 2015- 2018
Charleboy B/Stop, Jumia Road, Gbagada Lagos.

Logistics Manager

- Answering potential customer's questions on supply and delivery.
- Manage stock level.
- Manage records of inflow and outflow of goods.
- Monitor all supply and distribution to destination
- Ensure proper record of all operation inserted into the system.

Details Exclusives Ltd 2022–till date
130, Murtala Muhammed way, Ebute-Metta, Lagos State.

Clients Executive Officer

- Oversees and coordinate all supply and delivery.
- Manage the company web page and social media handles.
- Monitor all import and export shipments.
- Manage warehouse and inventory.
- Order and deliver goods properly and timely.
- Ensure proper storage for transportation etc.

Interest: Coding, reading, traveling and meeting people.

Additional Skills:

- Self-motivated and result oriented team player.
- Ability to learn and adapt quickly to challenging situations/tasks.
- Totally compliant with all IT gadgets.
- Good communication and inter-personal relationship.
- Very skilled in monitoring, management and maintenance of staff and property.
- Expert in all kinds of Computer operations and installation
(Software, Hardware & Internet etc.)

Referees:

Mr. Damilare Akinboye
Managing Director
Tecsavvy Int'l
Tiamiyu Salvage Str,
V.I, Lagos.
08034744834

Mr. Fabiyi Oludayo
Senior Staff
Chrisland Schools
Ikeja, Lagos.
08038251144