

AKANO RUKAYAT OLAITAN

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PERSONAL STATEMENT

An initiative-driven and extremely conscientious individual; has a solid work ethic, strong analytical skills, compelling problem-solving skills, and effective organizational and time management skills. I always demonstrate my mettle as resourceful and result-oriented personnel with hard work, passion for excellence, dedication, and lots of enthusiasm.

EDUCATION AND QUALIFICATIONS

B.Tech.	Biochemistry	Ladoke Akintola University of Technology, Ogbomosho, Oyo State	2018
SSCE	NABTEB	At-Taoheed International Secondary School, Ogbomosho, Oyo State	2012

WORK EXPERIENCES

APR 2022 – TILL PRESENT **INTERNSHIP (SOFTWARE QUALITY ASSURANCE), SIDE HUSTLE NIGERIA**

- Software manual testing using Google Sheets.
- Software automation testing using Java, Eclipse, and Appium.
- Executing tests on software usability.
- Analyzing test results on database impacts, bugs, and usability.
- Reviewing software requirements and preparing test scenarios.

DEC 2021 – MAR 2022 **BANK TELLER, FIRST BANK OF NIGERIA, LAGOS STATE**

- Provided prompt, efficient, and friendly service to customers at all times.
- Processed teller transactions including deposits, withdrawals, and other banking matters per Bank policy.
- Maintained and balanced cash drawers and reconciled discrepancies.
- Promoted the bank's products and services.
- Handled, counted, and packaged currencies.

JUN 2021 – AUG 2021 **FIELD SALES AGENT, LAFARGEHOLCIM, IJEBUODE, OGUN STATE**

- Traveled throughout the territory and visited customers regularly.
- Cultivated new leads within the sales territory.
- Built relationships with existing customers.
- Monitored the company's industry competitors, new products, and market conditions.
- Maintained records of all sales lead & customer accounts and registered new customers.

- Contacted potential customers through phone calls.

JUN 2020 – DEC 2020 CASHIER, LASUN DAN MAMA NIGERIA LIMITED, KADUNA, KADUNA STATE

- Tracked transactions on balance sheets and reported any discrepancies.
- Managed account reconciliations, accepted payments, and ensured prices and quantities are accurate.
- Resolved customer complaints, guided them, and provided relevant information.
- Balanced cash register and generated reports for credit and debit sales.
- Issued receipts, refunds, changes, and/or tickets.

MAR 2019 – MAR 2020 GRADUATE ASSISTANT (NYSC), HALLMARK UNIVERSITY, IJEBU-ITELE, OGUN STATE

- Supervised undergraduate student practical classes.
- Marked and graded undergraduate student practical manuals.
- Facilitated hour-long interactive lectures during practical sessions.
- Prepared laboratory reagents, buffers, and salt solutions for laboratory testing procedures.

FUNCTIONAL AND BEHAVIOURAL ATTRIBUTES

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| • Outstanding functional knowledge | • Exceptional communication skills |
| • Critical thinking and decision-making skills | • Expansive numerical skills |
| • Persuasive turnaround time | • Impressive analytical skills |
| • Knowledge dissemination | • Productive and composed under pressure |
| • High leadership aptitude | • Tolerance for routine |
| • I.T and computer literacy | • Excellent teaming and interpersonal skills |

KEY I.T. SKILLS

- Good knowledge of Microsoft Office Suites

TRAINING

- Software Testing (Hunt de' Bug) Bootcamp, Testify, (December 2021)
- Content Creation, NITDA (September 2021)
- Digital Marketing, NITDA (September 2021)
- Soft-Skills Training, Jobberman (June 2021)

EXTRACURRICULAR ACTIVITIES

- Reading, writing, learning, networking, researching, and traveling