

# OLADOTUN I OLADUNJOYE

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Off Akala Exp. Way New Garage, Ibadan, Oyo State.

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|                         |            |                     |                             |
|-------------------------|------------|---------------------|-----------------------------|
| <b>Gender:</b>          | Male       | <b>D.O.B:</b>       | 20 <sup>th</sup> July, 1993 |
| <b>Marital Status:</b>  | Single     | <b>Nationality:</b> | Nigerian                    |
| <b>State of Origin:</b> | Osun State |                     |                             |

## PROFESSIONAL SUMMARY

A highly proficient Accounting graduate and an efficient Credit Underwriter successful at managing multiple projects and consistently meeting deadlines, a professional with excellent problem solving, analytical and communication skills with proven track record of performing work in an ethical manner while constantly maintaining the integrity of all financial data.

## OBJECTIVE

To effectively actualize my potentials to any organization that engage my service and to involve my physical and mental effort so as to contribute to the realization of the mission and vision of the organization.

## KEY SKILLS

- |                                    |                         |
|------------------------------------|-------------------------|
| • Adept in Technology              | Highly organized        |
| • Resourcefulness                  | Attentive to detail     |
| • Verbal and written communication | Problem solving         |
| • Time management                  | Creative and Analytical |

## CORE COMPETENCIES

**Continuous Improvement:** Strives to deliver improvements in quality of own and team's performance; drives forward new initiatives to deliver effective services reducing need for management staff to arbitrate on many issues.

**Leadership:** Experienced in leading teams; monitoring individual performance, coaching and motivating individual team members supporting achievement of targets, motivating and inspiring others.

**Planning & Organisation:** Accomplished co-ordinator; planning and implementing all aspects of service delivery and ensuring store operational practises are consistent with the organisation's wider objectives.

## WORK HISTORY

**Jul. 18 – Aug 2020 CreditUnderwriter(Analyst) Credit Direct Ltd, Isaac John, Ikeja Lagos.**

### Responsibilities

- Analyse client financial statement and calculate financial ratios in Excel to determine their repayment ability.
- Perform due diligence, regulatory compliance, loan documentation and audit preparation.
- Utilize credit analysis skills to determine cash flow ability; assign risk rating ratio to loans and approve loans consistent with the government criteria.
- Worked closely with loan officers in verifying the accuracy of loan applications

- Reviewed and verified income statement, tax returns and other financial documents to develop a borrower's profile and arrive at a credit recommendation
- Revision of credit limits or interest rates on the existing loans of qualified borrowers.

**May 2018 – Jul. 2018      Marketer      Flower Gate Nig. Ltd Aguda, Ikeja, Lagos**  
**Responsibilities**

- Overseeing and developing marketing campaigns
- Conducting research and analysing data to identify and define audiences
- Devising and presenting ideas and strategies on how to market company's products and services
- Meeting set targets and ensuring customer's retention

**Nov. 16 – Oct. 17      Teacher (NYSC)      Junior Secondary School, Salah, Tambuwal LG, Sokoto State**

**Responsibilities**

- Ensured that there was orderliness and smooth running of school curriculum activities and class periods
- Ensured a strict compliance with the rules and regulations for the students

**EDUCATION**

|   |                  |
|---|------------------|
| Oduduwa University Ipetumodu, Ile-Ife, Osun State<br><i>BSc Accounting</i>                | <b>2013-2016</b> |
| Abdu Gusau Polytechnic, T/Mafara Zamfara State<br><i>National Diploma Accountancy</i>     | <b>2011-2012</b> |
| Mount Olivet Grammar School, Bodija, Ibadan<br><i>Senior Secondary School Certificate</i> | <b>2006-2009</b> |

**LEADERSHIP EXPERIENCE**

Nigeria University Accounting Students Association (NUASA) OUI Chapter  
 Adviser and Class Governor

**Responsibilities**

- Coordinate class activities for each level and to achieve certain goal
- Ensure proper documentation of every duties been carried out in the association

**INTERESTS**

Reading, Travelling, Dancing and Meeting People

**REFERENCES**

Reference details available upon request.