

AJAYI Bukola Elizabeth

B.Sc. (Home science and management-child development and family studies)

Address: No 8, Omoriyeba Street, Ata-oja Estate, Osogbo, Osun State

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Career Objectives

To contribute the best of my mental, physical and professional skill and knowledge in order to achieve the goals and target of any organization I happen to be at any particular time.

Personal Information

Date of Birth: 17th June, 1992

Gender: Female

Marital Status: Single

State of Origin: Osun

Local Government: Odo-Otin

Nationality: Nigerian

Religion: Christianity

Languages: English and Yoruba

Educational Background

University of Agriculture, Abeokuta	2011-2015
Akinrotoy Memorial High School, Ayobo	2005-2010
Knoxfield Comprehensive College, Ota	2004-2005
Knoxfield Nursery and Primary School	1999-2003
Lucky Land Nursery and Primary School, Alimosho	1995-1999

Qualifications Obtained

B.Sc. Home Science and Management	2015
Senior Secondary School Certificate	2010
Primary School Leaving Certificate	2003

Employment History

Ikekato Junior Secondary School Idumebo Eidenu, Edo State June 2016

Position: Class Teacher

Responsibilities

- Teaching of all subjects assigned to me
- Conducting continuous assessments for pupils
- Setting of examination questions and supervision of examinations
- Marking of examination scripts and correlation of results

Ministry of Women and Children Affairs, Osogbo June -August 2014

(Industrial Training)

Position: Case worker

Responsibilities

- Ensuring cleanliness and maintenance of the office
- Counselling clients in need of support and assistance
- Conducting interviews with clients and their families in order to assess and review their situation.
- Acting as probation officer
- Ensuring home visits to children that have been adopted.
- Participating in school social work.
- Resolution of marital disputes
- Ensuring that clients records are well kept
- Attending to visitors and directing them to relevant officer to attend to their needs.

Skills and Abilities

- ✓ Learning anything within a short period of time
- ✓ Working hard to meet up with deadlines
- ✓ Excellent computer skills and proficiency in Microsoft Word
- ✓ Use of the Internet

Organizational and Communication Skills

- ✓ Excellent language skills ó written and oral
- ✓ High-level organisational and time-management skills
- ✓ Ability to work unsupervised and as part of a team
- ✓ Business inclined, Industrious and profit multiplier
- ✓ Excellent interpersonal skills

Hobbies

Singing, reading and crafting

Referees

- **Pastor ‘Shola Popoola**, The Redeemed Christian Church of God, Breakthrough Cathedral, Olosan, Osogbo, Osun State.
Tel: 08037778969
E-mail: shola_popoola@yahoo.com

- **Mr. ‘Leye Aina**, Ministry of Human Resources, Establishment and Capacity Development, Governor’s Office, Osogbo.
Tel: 08033859027