

OLUWASEUNFUNMI AQUILA

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PROFESSIONAL SUMMARY

A creative, result driven, resilient and focused individual with passion for team work to lead to successful execution of projects that will to meet organizational goals and targets. Adept and thorough researcher with a meticulous and rigorous approach to experiment accuracy and verification. Adept at collecting accurate data and information comparing several types of research data and engaging in safe research activities. Displays outstanding ability to plan, coordinate, and implement practices and procedures to bring significant improvements in processes towards the successful attainment of goals. Determined to implement earned skills for rapid growth and development.

WORK HISTORY

Finance Assistant, Tomx holdings - Ibadan, Oyo State, 05/2022 till date

- Prepared bi-weekly invoices.
- Maintained accurate and complete documentation for all financial department procedures.
- Reconciled all company accounts, including credit cards and expenses.
- Communicated with suppliers to reconcile invoice payments.
- Communicated with vendors and clients to facilitate timely payments and reduce outstanding accounts receivable.

Intern, University College Hospital - Ibadan, Oyo State, 02/2017 to 07/2017

- Worked in the Department of Medical Microbiology and Parasitology, carried out different laboratory tests on different organisms.
- Also worked at The Institute of Child Health, collected blood samples, carried out blood group and genotype testing, malaria test and PVC.

EDUCATION

- M.SC. VIROLOGY | University of Ibadan, Ibadan, Nigeria | 2021 | (In view)
- B.SC. MICROBIOLOGY | Landmark University, Omu-Aran, Nigeria | July 2018 |

SKILLS

- Financial record keeping
- Time Management
- Teamwork
- Critical thinking
- Excellent communication skills