

PERSONAL INFORMATION

OLAJIMBITI OMOLOLA OMOWUMI

No 7, Kolasi strrt iwo road, old lfe road ibadan,Oyo state
09022813222, 07064423477
omololaolajimbiti77@gmail.com

Marital Status : Single

Known Languages : English, Yoruba Language and Hausa

CAREEROBJECTIVE

Working to contribute positively to the progress of any organization I'm part of be successful in my job with dedicated mind and team to solve problem a well-structured organization where hard work, competence, merit and dedication to duty is highly rewarded with focus on attaining the highest managerial and carrier level.

PERSONAL STRENGTHS

Detail oriented, high degree of accuracy and attention to details
Attentiveness, information retention, tact & diplomacy in dealing with both customers and communication and organization skills
Ability to work in a fast-paced environment & under pressure as needed
Good numerical skills
Able to utilize the internet for information gathering and broadcasting

CARRIERSKILLS

Excellent customer service orientation
Good verbal and communication skill
Focused, motivated and result oriented
Fast and error-free processing
Excellent analytical skill, problem identification and solving skills

EDUCATION

Ekiti State University, Ado Ekiti. 2017
BSC Computer Science Education

Christ Girl's School, Ado Ekiti, Ekiti State 2011
WAEC

Christ Apostlic church, Zaira Kaduna State 2005
Primary School Leaving Certificate

EXPERIENCE

NYSC

October 2018 - September 2019

Teacher
Bishop Philip academy

- * Planned and prepared appropriately the assigned topic and subject to teach
- * complied with polices, standard, rules, regulation and procedures of the school
- * Modeled and promoted empathy, compassion and respect for genders, ethnics, religious, cultural and learning diversity among other

- * Checked individual components in and out of laboratory after each lesson for damage and quantity.
- * Reset the computer system in place after use.
- * Setup the computer for demonstration as requested and detailed by teaching staff.

DARET BETTER BUSINESS CREDIT LIMITED

Office manager/secretary

* Documentation and file keeping arrangements

* keeping records of day-to-day operations

* Managed all on office center, maintenance and work effectively.

ADDITIONAL SKILL

Microsoft Suite

knowledge Best use of
internet to Core Draw,
Excel, and
PageMaker, Visual basic.

REFERENCE

Mr.Oladapo,

Federal polytechnic Ado-Ekiti
08063258358

Pharamist Kolapo Olatunde
"Ekiti state teaching Hospital"
08034336838

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