

AJAYI DAMILOLA ADEDAYO

NO 26, Goodwill Villa Opposite New Creation

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Nova Road Opopogbooro,

Ado-Ekiti, Ekiti State Nigeria.

CAREER OBJECTIVE

To add value to my employers and be a great team player to my colleagues, while working to achieve organizational goals.

PROFILE

- ❖ I am an intelligent, highly disciplined graduate that is interested in continual self-improvement and has a vast interest in contributing my quota to meeting your organizational goals.
- ❖ Excellent communication, organisation and project skills with ability to relate easily and openly with all ages, personality types and various ethnic origins
- ❖ Effective team player with ability to work independently
- ❖ Good listener, quick learner with positive attitude
- ❖ Honest, person of integrity with ability to maintain confidentiality
- ❖ Enthusiastic, professional and Good negotiator
- ❖ Computer literate with skills such as Microsoft packages(Word processing using MS Word, Spread sheet analysis using MS Excel, MS PowerPoint),Internet applications and other software applications.

KEY ACHIEVEMENTS

- Presented and supported the presentation of research article on “Queuing Theory using both single and multiple servers” Queuing system.
- Supported in the assembly of Motorcycles.
- Managed and supervised Telecommunications Outfits contract through to completion.
- Secured 90% in group project on statistical research, allocated tasks and led project through to conclusion.

EMPLOYMENT EXPERIENCE

- ❖ **Teacher, National Youth Service Corps** **Nov 2014 - Oct 2015**
 - Reorganised, and reviewed mathematics scheme for senior secondary school one
 - Organised health seminars, and career talks under the community development service
 - Performed installation of Satellite dish for school
- ❖ **Sales Manager, BF&G Group of Companies** **Jan 2012 - Oct 2014**
 - Performed sales and assembling of motorcycles
 - Reorganised stock room improving operational performance of the team.
- ❖ **Sales Representative, EBEN Electronic Company** **Jan 2008 - Nov 2011**
 - Carried out sales and repairs of electronic gadgets
- ❖ **Chief Technician, Supervisor, Sales manager Goodwill telecommunications (Nig. Ltd)** **Jan 2004 - Dec 2007**
 - Carried out sales, installation and repairs of Intercoms', CCTV cameras, and Satellite Dishes

EDUCATION & TRAINING

- MSc. Mathematics(Algebra & Topology) University of Ibadan Oyo-State (In view)**2015**
- Training Certificate National Reproductive Health and HIV/AIDS Prevention and Care Project **2014 - 2015**
- B.Sc Mathematics Ekiti State university Ado Ekiti **2009 - 2014**
second class(*upper division*)
- Senior Secondary School Certificate (SSCE) Christ Boys' School Ado-Ekiti, Ekiti-State **2000 - 2007**
- Primary School Leaving Certificate Obadare Nursery and Primary School, Ado-Ekiti **1993 - 2000**

CORE SKILLS

- Demonstrated ability to work with large quantities of statistical data and convert it into understandable results.
- Special talent for scrutinizing complex work processes and streamlining them for increased output.
- Known for thinking “out of the box” and handling problem resolution with tact and appropriateness.
- Highly skilled in performing crises intervention activities and managing problem in a calm and tactful manner.
- Able to identify efficient ways to address a variety task and complete them in a time efficient manner
- Exceptional reporting skills with a view to chart down information to emit effectiveness of an event or project.
- Track record of collecting and analyzing information and implementing actions with a view to meet organizational goals.

LEADERSHIP SKILLS

- President, Peer Educational Training group (NYSC) **Feb 2015 - Sept 2015**
- Deputy Supervisor, Technical Unit House of Faith Christian Centre **Jan 2013 - Oct 2014**

INTERESTS

- ❖ Playing Scrabble and Football
- ❖ Reading and Singing

REFEREES

Dr. J.K Adebayo
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