

Adekoya Damilola Oyinkansola

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No 9 Abake Street, Oyebamiji Area , Bashorun Ibadan, Oyo State.

CAREER OBJECTIVE

To make a marked impact in an exciting and world class organization where challenges transform into achievements. To work in an environment where diverse skills are required and appreciated. To promote a blend of innovation with creativity to transform and solve social problems.

EDUCATION

Bachelor of Art in Linguistics
University of Ibadan

EMPLOYMENT HISTORY

National Youth service Corps,
Higher Height College

This position is in fulfilment of the National Youth Service Corps, which is mandatory in Nigeria.

- Carry out teaching activities in the assigned class.
- Coordinate the assembly.
- Daily search of students to avoid contraband items.
- Handling of complaints and proffering solutions within stipulated time

August 2019 -June 2020.

Customer Relation Officer

San Furniture Nigeria Limited

- Understanding customer concerns
- Investigating problems
- Public relations
- Communicating within the company.

June 2014 - February 2015.

Administrative officer

E-Meditel Salvage Enterprises

- Inventory management
- organizing company records
- Budget and office reporting

June - August 2017

Language Analyst

Sanetsoft Ventures Nig. Limited

- Analyzing and translating complex information to simple language.
- Analysing and making sense of language pattern.
- Keeping abreast of new research and developments that influence language.

January - March 2018

Communication and Outreach Assistant
Demix Solutions

- Create effective communication strategies for our company
- Write content for company website
- Coordinate internal and external communications flow.

November 2018 - February 2019

AREAS OF EXPERTISE

- | | |
|------------------------------|-----------------------------|
| ▪ IT Support Administration | ▪ Business Marketing |
| ▪ Language Impartation | ▪ Language Analysis |
| ▪ Human Character Assessment | ▪ Human Relation Management |
| ▪ Public Relation | |

HOBBIES

Cooking, Reading, Listening to music, Creativity and Innovation.

LANGUAGE ABILITY

English	-	Fluent (Written and Spoken)
Yoruba	-	Fluent (Written and Spoken)
German	-	Fair

PROFESSIONAL SKILLS AND COMPETENCIES

- Excellent written and verbal communication skills
- Critical thinking skills
- Willingness and desire to learn new idea
- Good problem solving skills (solution oriented)
- Desktop publishing skills
- Proficiency in teaching of English language especially in the aspects of reading, writing & spelling among other aspects of grammar.
- Commendable skills in business establishment, promotion and marketing.
- Expertise in the logistics and public relation.
- Foundational knowledge of Information Technology Management System
- Admirable proficiency in the English language both written and spoken
- Commendable analytical research-oriented skill coupled with organizational acumen aimed at proffering genuine solution to issues
- Exhibit strong listening, communication and collaboration skills

REFERENCE(S)

To be made available on request.