

KOFOWOROLA LATIFAT

ADEROUNMU

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Gbolasere Area, Molade Iwo Road Ibadan,
Oyo State | konfeey200@gmail.com

PERSONAL INFORMATION

State of Origin:	Oyo State
L.G.A:	Saki West
Date of Birth:	August 10 th , 1991
Place of Birth:	Lagos
Nationality:	Nigerian
Sex:	Female
Religion:	Christian

CAREER PROFILE

I am Social **Studies professional**, who strives to develop into an outstanding person in a work place where I can apply my proven skill sets to establish and make significant impact from the bottom line, at an idea environment and one in which new ideas are welcome and decision making are required. I have ability to work in a fast paced, high speed environment, follow standardized work and adhere to safe work practices in a continuous improvement environment. And problem solving skills, also ability to work under any situation with little or no supervision at all time to be able to impart knowledge

AREAS OF EXPERTISE

■ Teaching	■ Knowledge Transfer Ability
■ Good Team Player	■ Time Management
■ Professional Personal Presentation	■ Good Computer Operator
■ Excellent Verbal and Communication Skills	■ Hard Working Person
■ Dedicated To Duty	■ Good Organization Skills
■ Problem Analysis and Solving Skills	■ Ability To Learn Very Fast
■ Discharge Duties Diligently and Cheerfully	■ Excellent Negotiating Skills

EDUCATION

■ National Youth Service Corps – AN/ADO/2015/177093 A003133006 2016 Anambra State Nigeria
■ Bachelor In Education– B.Ed in Social Studies 2011 Ekiti State University

■ Senior School Certificate – WAEC | 2009 | Oke Odo Senior High School, Oke-Odo

WORKING EXPERIENCE

Teacher |Rock foundation Collage |Ota, Ogun State | 2017-2019

Responsibilities and Contributions

- To set an interactive smooth tone of the classrooms.
- I contribute to build a warm environment for the pupils
- I contribute to mentor and nurture students, to become role models in the world
- Listen and look for signs of trouble and solve them immediately
- I contribute to teach knowledge to children

Assistant Manager |Dependable Water |Ota, Ogun State | 2016

Responsibilities and Contributions

- I assist in making sure the team adheres to company policies
- I contribute in resolving customer complaints immediately
- I contribute in Leading the team and organizing the team schedule
- I also contribute acting in the full capacity for the manager
- I assist in coordinating the workers for their day to day activists

Teacher |National Youth Service Corps |Anambra State | 2015-2016

Responsibilities and Contributions

- To mentor and nurture students, to become role models in the society and environment
- To impact and teach knowledge to children, etc.
- I contribute in the development of the whole community as a corps member
- I contribute in self development of other corps members

Receptionist |Buckteck & Bucktech Enterprise |Ogun State | 2014-2015

Responsibilities and Contributions

- Greeting and directing visitors
- Taking messages and resolving customer's complaint
- Maintaining the receptionist book and area
- Making appointment
- Promoting service and specials offers

■ Operating the switchboard <Telephone>

Receptionist |Favour Amenities Enterprise |Lagos State | 2009

Responsibilities and Contributions

- To assist the board in conducting the affairs of the company
- I Provide guidance to the directors about their duties
- Statutory filling of forms to company's house
- I contribute in taking meeting, organizing these and giving notice as well as taking minute for the company
- I contribute in making sure the management work within their work schedule

LANGUAGE SPOKEN

◇English ◇Yoruba

HOBBIES

Sport, Love Cooking, Reading, Traveling, Also Training and Developing People

REFEREES

1. Dr. J. Farayola
Department of Education, Adeniran Ogunsanya College of Education
08033338425
2. Mr. Ojoare Adewale
O/C Salary/Variation,
Oto Awori L.C.D.A
08026453326