

OLADAPÓ,
Olaremi Abdullahi

Email
Address

olaremioladapo@gmail.com
Ibadan, Oyo State Nigeria

PROFILE

Dedicated, motivated and highly organised individual with experience in marketing, sales management and office administration with skills in compiling organizing financial documents seeking to utilize skills and build career in a reputable organization.

PERSONAL STRENGTHS

- Microsoft Office suite
- Excellent communication skills
- Strong critical thinking skills
- Leadership skills
- Organizational skills

AREA OF EXPERTISE

- Management Resources
- Marketing
- Accounting

PROFESSIONAL

- Student Member, Institute of Chartered Accountants of Nigeria (ICAN *in view*)

REFERENCES

Available on request

Work Experience

December 2018 – Present

Finance Department, Ibadan South West Local Government Secretariat Aleshinloye Ibadan / National Youth Service Corps (NYSC)

- Assist cashiers, account officers, and the Director of Finance in carrying out daily official assignments and activities

February 2014 – January 2015

Field Officer, Ogiyan Microfinance Bank (OMFB LTD.) Ejigbo Osun State

- Maintained up-to-date knowledge about Bank products and services.
- Provided banking assistance to bank customers in handling deposit slips and payments.

March 2010 – April 2011

Marketer, Florik Dynamic Services Idi-Oro Ejigbo Osun

- Marketed company's product by developing and implementing and advertising campaigns; tracking sales data; maintaining promotional inventory.

Education

2016 – 2018

Higher National Diploma in Accountancy (*HND Accountancy*)

CROWN POLYTECHNIC ADO-EKITI, EKITI STATE

2012 – 2014

National Diploma in Accountancy (*ND Accountancy*)

THE FEDERAL POLYTECHNIC EDE, OSUN STATE

2004 – 2010

Senior Secondary School Certificate

GOF INTERNATIONAL COLLEGE, OLA ROAD, EJIGBO OSUN STATE

Honours/Awards

- **President**, National Association of Polytechnic Accountancy Students (NAPAS)
- **Best HND II Student**, Crown Polytechnic Ado-Ekiti
- **Financial Secretary**, Ejigbo Local Government Area Students' Association
- **Head of Finance**, Ejigbo Local Government Area Students' Association, Planning Committee National Body Annual Committee

Telephone
+234(0)8130243744