

# BAKARE, VICTORIA OLAJUMOKE

Plot 5, Ariyo Estate, Orogun, Ibadan, Oyo State.

Post Code: 200213

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## Personal Summary

Victoria is a skilled administrator and result-driven individual who possesses a friendly approach. Multilingual in English, Hausa, Igbo and Yoruba, she is diligent and success-driven. She has built a reputation of a compassionate, hardworking, and an excellent role model within an incredible short span of time.

## Personal Details

Sex:	Female
Date & Place of Birth:	October 14, 1981, Jos
Marital Status:	Married
Religion:	Christianity
Nationality:	Nigerian
State of Origin/LGA:	Oyo State/Ibadan South West
Language(s) Spoken:	English, Yoruba, Hausa & Igbo

## Education

**National Teachers' Institute, Kaduna**  
*Postgraduate Diploma in Education, 2014*

**University of Ibadan, Ibadan**  
*Bachelor of Arts in History, 2012*

**NECO:** Senior School Certificate, 2007

**Oyo State College of Education, Oyo**  
Nigeria Certificate in Education (NCE), 2006

## Employment History

### 2016 to 2020

**St. Mathias Primary School II, Orogun, Ibadan**

*Industry:* Education

*Position held:* Class Teacher

Taught the Pre-Basic class

### Duties:

- Taught pre-basic subjects
- Conducted and coordinated the school sports activities
- Coordinated and supervised the activities on the assembly ground
- Enforced discipline to keep students focused on productive academic activities

### 2015-2015

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**Bayo Adeyemo and Associates**

*Industry:* Estate Surveyor and Valuers

*Position held:* Marketing Executive

Delivered a high quality, efficient and effective property management service and ensured hitch free internal and external customer experience.

### Duties:

- Facility/property management
- Marketing company properties for sale and letting
- Handled all inquiries within capacity

- Protected the company's value by keeping information confidential

**2014-2015**

**Childstouch Christian School, Ibadan**

*Industry:* Education

*Position held:* Class Teacher

Taught the prep grade and grade 1 pupils.

***Duties:***

- Taught all subjects in both classes
- Conducted and coordinated the school sports activities
- Coordinated and supervised the activities on the assembly ground
- Enforced discipline to keep students focused on productive academic activities

**2006-2009**

**Celtel Nigeria, Ibadan**

*Industry:* Communication

*Position held:* Sales Official/Market Developer

Worked at the Sales and Marketing department which ensured that the company's products and services were properly conveyed to the targeted customers.

***Duties:***

- Sold Celtel's products to wholesalers, retailers and consumers in Ibadan and environs
- Advertised Celtel's products to people in Ibadan
- Ensured that the company's products got registered in customers' mind
- Ensured that the given targets were met
- Submitted reports of each day's sales and that of the whole month to the head of operations
- Kept in record all customers' complaints, observations, and recommendations
- Educated the customers on the efficacy of the company's new and existing products
- Ensured supply of cogent information to consumers and to the head of operations

**Extra-Curricular Activities**

**Executive Member** of Event Organizing and Planning Committee in University of Ibadan, 2010-2012.

**Executive Member** of Dinner Committee, Queen Elizabeth II Hall, University of Ibadan, Ibadan, Nigeria, 2011-2012.

**Assistant General Secretary** of the Students' Historical Society of Nigeria (S.H.S.N.), Faculty of Arts, University of Ibadan, Ibadan, Nigeria, 2009-2010.

**Executive Member**, Social Committee of Historical Students' Association of Nigeria, Oyo State College of Education, Oyo, 2006.

**Sport Director** of the Christian Religious Studies Association of Nigeria, Oyo State College of Education Chapter, 2006.

**Certificates**

**Certificate of Participation**

Make-Up (Facial) Art

Young Black Entrepreneur Strategy Company Limited, 2014

**NYSC Certificate of Exemption, 2013**

**Certificate of Participation**

Fire Drill and Prevention Workshop

Emman Ro-Ten (Nig.) Company (Fire Services)

Ibadan, 2011

**Certificate in Computer Operation**

Educare Trust Exhibition Centre Ibadan, 2003

**Academic Awards**

*Recipient, Certificate of Award*, Political Icon  
Students' Historical Society of Nigeria (SHSN), Faculty of  
Arts, University of Ibadan, Ibadan, Nigeria, 2012

*Recipient, Award of Excellence*, Most Popular Finalist  
Queen Elizabeth II Hall, University of Ibadan, Ibadan,  
Nigeria, 2012

*Recipient, Certificate of Service*, Students' Historical Society  
of Nigeria (SHSN), Faculty of Arts, University of Ibadan,  
Ibadan, Nigeria, 2010

*Recipient, Certificate of Merit*, Sport Director  
Christian Religious Studies Association of Nigeria, Oyo State  
College of Education Chapter, 2006

**Competencies and Skills**

- Good writing, listening and learning skills.
- Superior time management skills.
- Strong attention to detail.
- Excellent team working skills.
- Flexible and personally motivated.
- Microsoft Word and Internet proficiency.
- Ability to work with minimal supervision.
- Excellent planning and organization skills.
- Proficient in the major Nigerian languages.
- Articulate, persuasive, and target driven.

**Interests & Hobbies**

Travelling, sports (football & track events), cooking, facial  
arts, computer appreciation & web browsing.

**Referees**

**Fr Patrick Akunne, OP**

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