

OJONIYIOLUBUSOLADAMILOLA

Olubodehouse, Ode-Aje, Ibadan, Oyo State.

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BIODATA

Date of Birth: - June 12 1997

State of Origin: - Osun State (ATAKUMOSA WEST LG)

Sex: - Female

Nationality: - Nigerian

Marital Status: - Single

PERSONAL PROFILE

To contribute effectively to the dynamic growth, and subsequent success of the organization through hard work, dedication and introduction of innovative ideas and concepts.

ACADEMIC QUALIFICATIONS WITH DATES

National Youth Service

2020-2021

National Youth Service Discharge Certificate

Federal University of Technology Akure, Ondo State.

2014-2019

Microbiology

Bachelor of Technology (B.TECH)

Excellence Model College, Ibadan.

2006-2012

SSCE.

Army Children Government School, Ibadan.

2005-2006

Primary School Certificate.

Frontliners Nursery and Primary School, Ibadan.

2000-2005

WORK EXPERIENCE

Group Medical Practitioners Hospital, Mokola, Ibadan.

Internship.

Position: Assistant Laboratory Technician

July-December 2018.

NYSCPPA Posting.

Ministry of Health, Secretariat, Oyo State.

Position: Assistant Admin Officer.

March 10, 2020-February 18, 2021.

Bluescripts Group of Company

Position: Customer Service Representative/Business Development Officer

February 22, 2021–October 19, 2021.

Cornerstone Information Ventures

Position: Customer Relation Officer

November 1st 2021-March 17th 2023

CAREER OBJECTIVE

To attain the highest level of expertise by working in an organization that promotes intellectual development and career growth, whilst achieving her corporate goals and objectives.

RELEVANT SKILLS

Communication

- I have strength of good communication skills in English Language and Yoruba (verbal and written).
- I have gained excellent verbal skills developed through presentations in group work, individual work and communicating with customers.
- Highly developed written skills acquired from writing reports and essays and project writing.

Teamworking/Workingskills

- Experience of working in groups of 2 to 7 people throughout my academic projects and coursework, involving scheduling and executing of ideas and role allocation.

- Working effectively and efficiently with colleagues from various work experiences has also helped me to develop a professional teamwork skill.
- Attending to clients on their needs and satisfying them in a professional way.

Initiative

- In various areas of my academic life, I have been proactive, taking actions without being prompted and I have implied creative thinking in order to identify an opportunity, developing ideas and potential solutions.

IT/Technical

- Fully capable with Computer software packages e.g... Microsoft Word, Excel, PowerPoint, etc.
- Ability to mine contacts through search engines.

Interest

- Showing love and care to the less-privileged people and bringing positive vibes to my environment.
- Been a role model for people around me by influencing them positively and leaving a good legacy for the generation coming after me by making a great impact in everything I find myself doing.
- Learning, Reading, Travelling and Meeting people

PERSONAL QUALITIES

- Good communications skills
- Innovative
- Good interpersonal skills
- Good Administrative skills
- Friendly, Confident and Dedicated
- Ability to work under pressure

REFEREES

Mr. Godwin Okpene

Assistant Director.

Nigeria Extractive Industries Transparency Initiative (NEITI).

Abuja.

07039698937

Mr. Oyekola Oladipo

Director of Women Affairs and Social Inclusions.

Ministry of Establishment Secretariat.

Ibadan, Oyo State.

08032778440

PastorSundayOjoniyi

ChiefExecutiveOfficer.

SunnyOlaHaulageandLogistics.

Ilesha,Osunstate.

08037116340