

# AJAYI VICTORIA AYOMIDE

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## Professional Summary

Motivated and highly productive mass communication specialist professional with a research background. Detail-oriented with strong skills in multi-tasking and efficient management of day-to-day operations. Adept at building and maintaining effective working relationships with co-workers and clients through outstanding interpersonal skills. Strong, effective communicator with excellent learning potential and implementation skills.

## Work History

### Class Teacher:

November 2021 – October 2022

### Methodist Secondary School (NYSC)

Ibadan, Oyo State.

- Implemented creative ways to foster curiosity for complex principles through hands-on learning and planned activities.
- Designed dynamic lesson plans based on student interests to increase overall student GPA.
- Implemented and encouraged debate-style lecture-room environment to increase student engagement and promote critical thinking.
- Prepared and administered grade-specific tests and examinations questions regulated by school district to monitor students' growth and comprehension on courses offered.

### Social Media Manager:

February, 2021 – August 2022

### Advertreturispod / Vendorsconnect:

Remote Work.

- Supported branding, digital marketing messaging and advertising campaigns by engaging with followers on various social media platforms.
- Assisted team with various marketing projects that would engage new leads and potential customers.
- Responded to comments, posts and questions from various social media channels.
- Conducted daily updates to social media profiles to boost company online presence.
- Analyzed trends in social media posts and followers to maximize views.

### ICT Training:

November, 2017 - August 2019

### Taykay Business Center:

Ewekoro, Ogun State.

- Managed filing system, entered data and completed other clerical tasks.
- Answered and managed incoming and outgoing calls while recording accurate messages for distribution to office staff.
- Managed paper and electronic filing systems by routing various documents, taking messages and managing incoming and outgoing mail.
- Generated reports covering details about data, system operation and error monitoring

### Class Teacher:

January, 2015 – October 2017

### Doxology Group of Schools:

Oreemeji, Lagos State.

- Taught core subjects of English language and adopted various teaching techniques to ensure students comprehends the subject been taught.
- Developed learning objectives for each subject area to quantify learning and set benchmarks.
- Coached students on physical and emotional safety as part of modern teaching curriculum.
- Provided warm, supportive environment for developing academic, social and emotional growth.

## Skills

- Time Management, Microsoft Office, Flexible
- Adaptable, Classroom Management, Multitasking,
- Resource Management, Project Management Skill
- Excellent Communication skills, Effective Communication Skills

Analytical and Critical Thinking, Highly Organized Oral and Written Communication, Integrity Data Management, Excellent Team Player, Problem Solving, Attention to Details

## Technical Skills

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- Microsoft Office (Word, Excel, Power-point)

## Professional Certification

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- Human Resources Management: Chartered Institute of human Resources

## Education

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**B.Sc. (Hons):** Mass Communication. - 2021

**Olabisi Onabanjo University** – Ago-Iwoye, Ogun State.

**Senior School Certificate:** 2016

**Makpaul Comprehensive College** – Isheri, Lagos State.