

## **Curriculum Vitae**

**Name:** Owolabi Goke Timothy

**Date of Birth :** 7 May 1983

**State of Origin:** Kwara State

**Home Town:** Erin Ile

**Sex:** Male

**Marital Status:** Married

**Address:** No.24, Justice Jire Arasi Close, Orogun, Ibadan,

**State:** Oyo State

**e-mail:** [gokeowolabi06@gmail.com](mailto:gokeowolabi06@gmail.com)

**Mobile Phone:** 08130599134

### **Education and qualifications**

2010 – 2016 BA Philosophy and Public Affairs, University of Ibadan, Nigeria

1997 – 2002 Senior Secondary School Certificate (SSC) Community High School, Ila Odo, Osun State

### **Work experience**

January 2020 till Present, Administrative Assistant, Dapnik Gas, Ayegun Village, Off Academy Olomi Bridge, Ibadan. Coordinating the administrative activities of the company to ensure the day to day smooth running.

October 2019 – January 2020, Warehouse Staff, Tolaram Nutri Beverages, Antonio Village, behind British American Tobacco, Tollgate, Ibadan. Performed warehouse duties of maintaining goods and materials kept in the warehouse.

January 2019 – July 2019, Credit Officer, Grace and Mercy Households Improvement Initiatives, 15 Shatola Street Off Anfani Road, Ring Road, Ibadan. Mobilized the people in need of soft loans for their businesses, screened them to know the level of their creditworthiness, recommended the few creditworthy among them and as well as facilitated the disbursement of loan to them.

August 2017 – November 2018, Administrative Assistant, Christ Life Church International, Aba Odo Junction, Olodo Bank, Ibadan. Coordinated all clerical and administrative functions of the church, assisted the Pastor in charge in performing some other pastoral duties.

May 2016 – June 2017, English Language Teacher, Dominion Nursery and Primary School behind Leyland Motors, Iyana Church Bus Stop, Ibadan. Taught English Language to the primary students of the school. Involved in the coordination of the school extra curricular activities.

September 2003 – November 2006, Site Store Keeper, Shelter Initiatives Dutse, off Apo Mechanic Village, Abuja. Taking an accurate record of the company's materials in the store, signing and releasing of any material being asked for by the people working on the site.

**Skills**

Driving: Have a good driving skills and have been driving for more than two years.

Computer: Have a good keyboard skills and very familiar with Microsoft office programs.

**Interests**

Driving and travelling. I have so much interests in driving and travelling, can drive and travel any time any day tirelessly.

**Referees**

Mrs. Mary Gbadebo (Assistant Director of Nursing)

University College Hospital (UCH), Queen Elizabeth's Road Oritamefa, Ibadan.

08136432519

Mr. Peter Ajao (Teacher)

Trinity College International, Ofada Ogun State, Nigeria.

08038461956

Mrs. Popoola Oluwaseun (Customer Care Representative)

Ibadan Electricity Distribution Company (IBEDC) Dugbe, behind Jaiz Bank, Ibadan.

08029147821