

AKANO AKINWANDE SAMUEL

B.Eng. Agricultural and Biosystems Engineering (Unilorin)

No.1 Moyede Road 4D Close, Anifalaje Alegongo Akobo, Ibadan. PHONE NO: 07036602779

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PROFESSIONAL SUMMARY

- Highly efficient and diligent administrative office professional with more than 5 years of experience in management.
- Capable leader with excellent skills in delegating responsibilities to others and supervising and evaluating for effective task completion.
- Enthusiasm for delivering excellent services to customers and other visitors in the office setting.
- Commitment to upholding company policies and procedures when working with staff members and motivating team.
- Strong organizational skills and excellent attention to details when dealing with paperwork.

SKILLS

- Strong skills in operating computer software required for business applications, such as Microsoft word, Excel, and more.
- Proven record of results when working as a supervisor for team of staff members both in the office and on the farm, resulting in better productive and improved morale.
- Exceptional ability to deliver outstanding customer service and solves customer's complaint or problems.
- Highly capable oral and written communicator when discussing issues with staff members or delivering correspondence to individual in writing.

WORK EXPERIENCE.

Agricultural Extension Officer @ Npower volunteers (N-agro) **August 2018 – till date.**

- To give advice to farmer in communities and technique on how to increase their productivity and improve their standard of living.
- To stand as middleman operating between agricultural research institute and farm families.

Production Manager @ Wonderful Springboard Farms. **September 2016 – June 2018**

- Manage a staff of 15 pen attendant and 5 sales officer and assigning specific responsibility to staffs.

- Monitor daily production on the farm and allocation of sale to individual customer.
- Resolve customer problems and answer questions related to customer's complaints.

Direct sales Execcutives @ Workforce Group

March 2016 – July 2016

- To sell product by establishing contact and developing relationship with prospects.

ACADEMIC QUALIFICATIONS

- **University of Ilorin, Ilorin, Kwara State** **2008 - 2014**
B.Eng. Agric. and Biosystems Engineering (Second class (Hons) lower division)
- **Christ Victory College Moniya Ibadan, Oyo State.** **2005 - 2006**
West African Examination Council (May/June Examination)
- **Loyola College Ibadan.** **1999 – 2005**
- **Tolu Ade Pace Setter Nur. & Pri School, Molade, Iwo Road, Ibadan.** **1992 – 1999**

EXTRACURRICULAR ACTIVITIES

- Current I am the youth president of the New Covenant Church Impa Estate Center Ibadan. I especially coordinate the youth in organizing different programs within and outside the church.

PERSONAL DETAILS

Sex: Male

Marital Status: Single

Date of Birth: 19th May, 1989

State of Origin: Osun State.

Nationality: Nigerian

REFERENCES

- **Mr. Dare Omojola**
Lectural, Department of Building
Obafemi Awolowo University, Ile- Ife.
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- **Mrs. Abiodun Iyanda**
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