

AWOBODU OMOSOLA OLUWABUSAYO

Oluyole Extension, Ibadan, Oyo State, Nigeria.
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PERSONAL DETAILS

Date of Birth : 10/10/1997

Marital Status : Single

Sex : Female

OBJECTIVE

To uphold admirable ethics of professionalism, enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

EDUCATION

Federal University of Agriculture Abeokuta

2019

Statistics/ B.Sc

Second Class Upper

Mayflower Private School

2013

SSCE

EXPERIENCE

Altara Credit Limited

Feb 2021 - Till date

People Operations/Admin Agent

Hiring and onboarding

Facility management

Employee safety & welfare

Employee compensation and motivation (payroll and incentives)

Employee documentation and inventory.

Employee KPI review

PTAS Solutions

October 2020 - November 2020

Graduate Intern

Supervision of youth empowerment program

Supervision of online survey

Ekiti State Bureau of Statistics

July 2019 - May 2020

NYSC Service Year

Collection, compilation and analytical reporting of State Records.

Handling of State Confidential Records.

Federal Medical Centre, Abeokuta

September 2017 - February 2018

Student Intern

Worked on collection, compilation and reporting of the clinic data; clinic attendance, admission, death and discharge of patients.

Worked as a Monitoring and Evaluation (M&E) trainee with the Institute of Human Virology Nigeria (IHVN)

SKILLS

Organization

Teamwork and Collaboration

Negotiation

Communication and Interaction

Conflict Resolution

Google Workspace, Microsoft Office, SPSS, R-package, Open-MRS.

LANGUAGE

English

Yoruba

REFERENCE

"Available on request"