

CURRICULUM VITAE

OBJECTIVE:

- Proactive problem solver with clerical skills and ability to efficiently prioritize assignment. To build good working relationship, improve standard of service, help this organization record impressive achievement.
- Work together with other departments to achieve the organizational goals and to gather data on competitors and analyze price, sales and method of marketing/distribution. Access customer satisfaction, provide efficient and courteous service to customers at all times and also respond quickly to meet customer needs and resolve problems.

ABILITY:

- ✓ Motivation for sprint of item work
- ✓ Effective listening skills
- ✓ Deliver under less supervision

PERSONAL DATA

NAME: AROWOLO ISAIAH OLUWASEYI
DATE OF BIRTH: 7TH JULY, 1992
LOCAL GOVERNMENT: ILESA WEST
STATE OF ORIGIN: OSUN STATE
NATIONALITY: NIGERIA
CONTACT ADDRESS: NO-18, OLOKO BEMBO, APATA, IBADAN, OYO STATE
E-mail: isaco777@gmail.com
PHONE NO: 07068587479
MARITAL STATUS: SINGLE
RELIGION: CHRISTIAN
SEX: MALE

EDUCATION AND QUALIFICATIONS WITH DATE(S)

- National Youth Service Corp 2021-2022
NYSC Certificate (MERIT)
- Osun State Polytechnic Iree, Osun State 2018-2021
HND in Marketing (UPPER CREDIT)
- Osun State Polytechnic Iree, Osun State 2014-2016
ND in Business Administration (UPPER CREDIT)
- JEKS International College, Gbongan 2007-2013
Senior Secondary School Certificate (WAEC)
- Holy Trinity Primary School, Omofe, Ilesa 1999-2005
Primary School Leaving Certificate

WORKING EXPERIENCE

- Jesus is Lord Art and Sign Workshop, Ilesa, Osun State
Post : Employee 2013-2014
- Ilesa West Local Government, omi-aladiye, Ilesa, Osun state
Post held: Office Assistant (SIWES) 2015
- Arodad Nigeria Limited, powerline area, beside MRS filling station, Osogbo
Post held: Office Assistant (Industrial Training) 2016-2017
- College of Islamic Science, Boriya, Kwara State
Post held: Class Teacher (NYSC) 2021-2022

RESPONSIBILITIES

- I worked as an employee in Jesus is Lord Art and Sign Workshop. During this time, I worked in screen printing department and was able to handle some customers project such as banners, stickers, signpost e.t.c. successfully.
- I did my SIWES programme in Ilesa West Local Government, omi-aladiye, Ilesa, Osun state. I was posted to the office of Human Resources Manager, I worked together with the clerical staffs in the office in dispatching and arranging files.
- I did my I.T programme in Arodad Nigeria Limited as an office assistant. I worked in logistic department, I helped in delivering goods to customers.
- College of Islamic Science, Boriya, Kwara State was where I did my NYSC program. I was saddled with the responsibility of teaching business studies and commerce, I was also one of the class teachers.

TRAINING/WORKSHOP

- MegaRich Consults & Networks LTD 2018
(the training was based on Human Relation Skills and Entrepreneurship Skills)
- Skill Acquisition And Entrepreneurship Development Programme(SAED) 2021
(the training was held in NYSC Camp and I was one of Agro-Allied Trainee)

COMPUTER SKILLS

I am a Computer Literate and can operate perfectly on MICROSOFT WORD

HOBBIES

Listening to music, Reading, Playing guitar and Traveling

REFEREES:

1. **MR. AKANDE A.A.**

Department of Building Technology
Federal Polytechnic Ede, Osun State
07037503153

2. **MR. IDRIS M.**

School Co-ordinator
College of Islamic Science, Boriya, Kwara State.
08030816508