

PERSONAL INFORMATION



LEBI MARY ITUNUOLUWA

GRACE VILLA, IDI ERU, OLORUNDA ABAA ROAD, OFF ARULOGUN ROAD, OJO, IBADAN, OYO STATE.

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Date of Birth : 21/04/1996
Marital Status : Single
Nationality : Nigeria
Known Languages : English, Yoruba.

CAREER OBJECTIVE

To invest in work an enduring legacy by striving for excellence and seeking self-development, advancement, and improvement in all position and circumstances, attaining professional distinction and proficiency while enjoying job satisfaction.

EDUCATION

OLABISI ONABANJO UNIVERSITY (OOU) 2019
BUSINESS ADMINISTRATION

2006 - 2012

SUCCESS HIGH SCHOOL AKILAPA, BABANLA, IBADAN, OYO STATE
SSCE

EXPERIENCE

GENIUS FOUNDATION NURSERY AND PRIMARY SCHOOL, IBADAN. 2012 - 2013
Position CLASS TEACHER

LORETTA FASHION CENTER 2013 - 2014
Position: APPRENTICE
Responsibilities:

- Attending to clients showing them the catalogue.
- Assisting to clients taking measurements and understanding the client's needs.
- Designing garment and sewing garments based on clients need.

ECO BANK
Position: ACCOUNT MARKETER
Responsibilities:

- To locate customers on the street, offices, shops and residential building.
- To get more customers for the bank.
- To register a new account.
- To solve issues relating to existing account.

2019

FEDERAL STAFF SCHOOL, BIRNIN KEBBI, KEBBI STATE. (NYSC) 2020 - 2021

Position: BUSINESS STUDIES TEACHER

Responsibilities:

- To prepare lesson note
- To teach student and make sure they understand.
- To give assignment and practical illustration.

GILGAL CENTRE CHURCH 2021
PERSONAL ASSISTANT TO THE SENIOR PASTOR

Responsibilities:

- Attending to phone calls
- Assigning visitor's tag to visitors
- Giving appointment to visitors
- Keeping files and records.
- Recording of schedule

SPECIAL ABILITIES:

- Ability to work with a team and also work independently on a goal or task.
- Hi-tech computer skills and excellent communication and interpersonal skills.
- Ability to study, analyze and solve problems with designed protocols in a short period.
- Ability to relate well with client and build lasting relationship.
- Ability to use personal skills and talents for development of a firm.

EXTRACURRICULUM ACTIVITIES

National Youth Service Corps (NYSC), Birnin Kebbi, Kebbi State.

Bass Sectional Leader (BSL), Music and Band Community Development Service Group.

2020 - 2021

Olabisi Onabanjo University Ago Iwoye, Ogun State

Chief Training Officer (CTO), Nigeria Safety Cadet Corps (NSCC)

2018

HOBBIES

Researching, garment designing, playing games, buying and selling online.

OTHER SKILLS AND PERSONAL INTEREST

- Importation Expert (Buying of goods from major countries in bulk and reselling in Nigeria).
- Fashion Designer (designing, sewing nice outfit in both mass and little quantity).
- Live streaming and Media production (Bringing live event across all social media to all).