

# CURRICULUM VITAE

## OLATUNJI MORUFAT OMOLARA

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**OBJECTIVE:** *To strive for excellence in a stimulating and challenging organization, building the success of the company while experiencing advancement opportunities to help contribute impressively to the growth and fulfillment of the organization cooperate goal through hard work, team work and commitment to attain professional distinction and proficiency.*

### PERSONAL DATA:

Date of birth:	25 <sup>th</sup> April, 1995
Marital Status:	Single
Place of birth:	Ibadan
State of Origin:	Oyo State
Local Govt Area:	Oluyole
Address:	No 155, Adebayo Close Owutu Agric Ikorodu Lagos.
Sex:	Female

**PROFILE:** A young and versatile lady who is highly self-motivated with good communication skills, innovative, pro-active and possess good customer service quality. Also, I am creative and have the ability to work and deliver with or without supervision and have synergy in developing solutions to work place challenges.

### INSTITUTIONS ATTENDED WITH DATES

- |   |             |
|---|-------------|
| ❖ Osun State University, Osogbo                 | (2011-2015) |
| ❖ Bolade Model College, Ibadan                  | (2006-2011) |
| ❖ Prestige International Nur/Pry School, Ibadan | (1998-2006) |
| ❖ Jibbol Computer Institute, Ibadan             | (2010-2011) |

## **ACADEMIC QUALIFICATIONS**

- ❖ Bachelor Degree in Linguistics and Communication Studies. **Second class (Hons.) upper division.**
- ❖ West African Examination Council (**WAEC**)
- ❖ National Examination Council (**NECO**)
- ❖ Certificate in Computer Education

**HOBBIES:** Surfing (the internet), Cooking and reading.

## **COMPUTER PROFICIENCY**

- Microsoft Office (MS-
- Word,
- Excel, PowerPoint,
- CorelDraw,
- Access, etc)

**LAUGUAGE:** English and Yoruba.

## **WORKING EXPERIENCE:**

**Government Girls Secondary School, Kano (NYSC) (2017)**

**Rank: Teacher (English Language)**

## **Rightlinks Consulting**

**Rank: Front Desk Officer (2016)**

## **Duties:**

- Attending to incoming mails
- Answering telephone calls
- Receiving visitors
- Customer relationship management

## **Splash F.M**

**Rank:** Intern/News reporter.

**(2014)**

### **Duties:**

- News gathering and editing.
- News coverage.
- News report / market survey.
- News highlight

### **Referees:**

1. Mr. Abiodun Idowu

Allright Consulting.

08088041887

2. Mr. Oladimeji Olaoye

0703 791 0733