**OLANIYAN JESULAYOMI DAVID**

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**SUMMARY OF SKILLS**

* Possesses adept problem-solving skills and assumes accountability for issue resolution.
* Exhibits resilience under pressure, adept at re-prioritization when necessary.
* Demonstrates meticulous attention to detail.
* Proficient in Google tools, Project Management tools, and low-code platforms.
* Has experience in staff training.
* Exceptional organizational skills and punctuality.
* Results-driven with specialized knowledge in using AI for marketing strategies.
* **Available for Full-time and Part-time .**

**EDUCATION**

**York University**

*Bachelor of Honors Science in Computer Science 2021- Ongoing*

*Experience with JAVA, HTML, and CSS on various coding platforms: Eclipse, VirtualStudioCode, IntelliJ*

**Great Lakes College Of Toronto**

*High School Diploma 2020*

**WORK & LEADERSHIP EXPERIENCE**

**York University** *September 2020 – Present*

*Group Leader*

* Took meeting minutes and drafted talking points for discussions. Ensured accurate documentation and clear communication.
* Led a team to deliver assignments and reports two days early by coordinating tasks, set deadlines, and tracking progress.
* Reviewed group reports for errors and structure, enhancing clarity and coherence. Implemented a peer review system.
* Utilized code-blocks for no-code platforms (Wix, WordPress) to create webpages for projects and campaigns.
* Set up and engaged with visitors at academic and extracurricular events. Handled tasks efficiently in fast-paced environments.
* Used Canva for design, Google Docs for documents and presentations, Jira and Asana for project management, and Slack for communication.

**Skcooks Restaurant** *August 2022 to August 2023*

*Front of house*

* Provided end-to-end sales and operational support.
* Seamlessly assumed managerial duties when required.
* Proactively handled customer complaints, escalating issues to managers when necessary for timely resolution.
* Communicated efficiently with the team, adapting swiftly to changing demands.
* led and coordinated with team members to maintain an organized and efficient environment
* Strong time management skills, effectively utilizing downtime to sanitize equipment and maintain cleanliness standards.

**VOLUNTEER EXPERIENCE**

**BIS Summit 2024** *June 2024 to June 2024*

*Volunteer*

* Answered attendee questions and provided information about the event schedule and layout.
* Directed guests to various event locations including the activation room, tradeshow floor, mainstage, and VIP Luncheon room.
* Offered detailed explanations about the BIS Summit, including its purpose, key sessions, and featured speakers.
* Assisted with social media coverage, capturing highlights and sharing updates to keep the audience engaged online.
* Facilitated networking opportunities by introducing attendees to each other based on their interests and industry backgrounds.

**Skills**

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| HTML | SQUARE SPACE |
| CSS | WORDPRESS |
| JAVA | WIX |
| JAVASCRIPT | ASANA |
| ECLIPSE | TRELLO |
| INTELLIJ | SLACK |
| VIRTUAL STUDIO | GOOGLE DOCS, Excel, Sites |
| TEAMWORK | TAKING MINUTES OF THE MEETING |
| ATTENTION TO DETAIL | AI: gpt4, perplexity.ai, simplified.ai, codepen |