

AJAYI ABOLAJI OLUWABUNMI

Address: No 3, Adeoye close, Bamisebi estate **Tel:** +234-708-733-7704 or +234-906-387-5395
Email: Bluebee082@gmail.com

Personal Statement

A highly motivated and hardworking individual, achieving excellent grades in Nutrition and Dietetics, looking to secure a social media marketing position to use and further develop my skills and knowledge in a practical and fast-paced environment.

Work Experience

Mar' 2021 - Present

Asa-sant Hill Consultation Ltd. -Social Media Marketer

- Team work with the help of social media platforms to promote the company's products.
- Oversees the organization overall social media strategy.
- Work with copywriters and designers to create and publish social media posts.
- Monitor Social Media Metrics to optimize future performance.
- Respond to users comments and messages.
- Stay up-to-date with social media trends, technologies, laws and best practice.
- Use social media listening tools to understand what people are saying about the company's product.

Jun' 2018 - Jan' 2019

Bumite Wears. -Sales Representative

- Sales of product and services to customer and representing the brand.
- Reaching out to potential lead through varieties of channels such as emails, phone text and social media.
- Negotiating and using persuasion techniques to overcome objectives and landing deals that is beneficial to the shop and also satisfying the customer with optimal value
- Submitting and processing orders to ensure customer receive their product and services they requested on time.
- Participating with other sales rep and working in hand with the sales manager to accomplish a goal of the shop.

Jun' 2014 - Aug' 2016

Animal Care -Front Desk Receptionist

- Welcomes guest on arrival.
- Answers phone calls and email from client.

- *Maintain calendars of the office and co-worker.*
- *File important documents and keep them in an organized manner.*
- *Perform any other clerical duty necessary to keep the office running.*

Education

2018 - 2021

Rufus Giwa Polytechnic, Owo, Ondo State - Higher National Diploma for Nutrition and Dietetics (Applied Sciences)

2013 - 2014

Moshood Abiola Polytechnic, Abeokuta, Ogun State - National Diploma for Nutrition and Dietetics (Applied Sciences)

2012

Holy Savior College, Ogun State - West African Senior Secondary Certificate Examination

2006

Jimson International Primary School, Ogun State -Junior school certificate.

Professional Qualities

- *Social Media Professional*
- *Networking*
- *Adobe Photoshop*
- *Microsoft Office packages*

Training

- *Jobberman soft skill - June 2022*

Personal Skills

- *Auditing Skills*
- *Creative Thinking*
- *Time Management*
- *Team Management*
- *Collaborative*
- *Ability to learn very fast*
- *Attention to Details*
- *Sales driven*