

# Mary Oluwaseun Salau

Premier Garden Estate, Lufuwape, Ogun state. Postal code 1090

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## PROFILE

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A hard-working and dependable communication graduate with the ability to work well both independently and in a team. A proactive and enthusiastic individual with extensive expertise in training and development, proven at both a strategic and operational level. I have extensive experience of working with the public which has taught me the value of human relations, open-mindedness and thinking on my feet. Has boldness and vision to initiate new ideas and implement innovative approaches through strategic direction. Excellent communication and presentation skills underpinned by an enthusiastic and proactive approach.

## KEY SKILLS

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- Javascript
- Typescript
- Nodejs
- PostgreSQL
- GraphQL
- NoSQL
- MongoDB
- Git
- Rest APIs
- Microsoft Office Suite
- Human Relations Skills
- Ability to multitask
- Critical thinking and problem solving skills
- Time management and teamwork
- Quick learner
- Self-motivated and Target oriented
- Computer literacy skill
- Adaptability and flexibility.

## EDUCATION

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- **University of Ilorin** **Nigeria**  
B.Aquaculture and Fisheries – First Class Honors 2016 – 2022
- **Aperan Comprehensive College, Omu Aran, Kwara State.** **Nigeria**  
Awarded the 2016 Best graduating student in Science 2010 – 2016  
Secondary School Certificate.  
West African Senior School Certificate Examination,  
Distinction in WASSCE
- **God’s Grace, Nursery and primary school** **Nigeria**  
Primary School Certificate. 2003 – 2010

## PROFESSIONAL EXPERIENCE:

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**Redeemer’s University | Graduate Intern** **Nigeria | Jan 2023 – Jan 2024**

*(Admissions Office, Deputy Vice- Chancellors Office )*

- Performs general clerical works such as typesetting, photocopying and filing of documents.
- Receives and dispatch daily mails.
- Provides reception desk duties.
- Provides quality administrative, clerical, and secretarial support.
- Complete assignments and projects designated by superiors.

**Zartex Technologies | ICT Staff (Support)** **Nigeria | May 2021 – Jan 2023**

*(Technical Department)*

- Termination of cables
- Fiberoptics
- Maintenance of cables
- Installation of CCTV camera
- Troubleshooting

**Birdsong Integrated Farms | Poultry Officer**

**Nigeria | Nov 2020 – Feb 2021**

*(Integrated Farm Unit)*

- Poultry management
- Feed formulation
- Record keeping

**Nigeria Institute for Oceanography and Marine Research | Intern    Nigeria | Feb 2020 – March 2020**

- Fishing craft management
- Regular documentation of the Meristic and Morphometric features of the fish
- Feed Formulation
- Data collection
- Laboratory work
- Contribution to research papers

**National Institute for Freshwater Fisheries Research | Intern**

**Nigeria | Nov 2019 – Feb 2020**

- Literature review
- Keeping good Laboratory record
- Fish preservation
- Hatching process
- Data collection
- Laboratory experiment
- Fish and Poultry feed formulation

## **TRAININGS AND CERTIFICATION**

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- Professional postgraduate Diploma, Human Resource Management, International College of Safety and Management Professionals
- Certified Compensation and Benefits Professionals (CCBP), ICSP0000
- Certified Training and Development Professional (CTDP)
- Human Resource Management Professional (HRMP)
- Postgraduate Diploma in Project Management and Construction, International College of Safety and Management Professionals
- Certified Facility Management Professional (CFMP)
- Certified Contract Management (CCMP)

## **MEMBERSHIP**

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- Associate, International Chartered for Human Resource Management, AICHRM
- Associate, International Chartered of Project Management, AICPM

## **INTEREST**

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Keen interest in Reading, Music, Sport, Research

## **REFEREES**

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Available on request