


ADEYEMI ADESEGUN S.

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Objective

I am a highly driven recent Quantity surveying graduate seeking a full-time position in a progressive organization where I can lend my knowledge of construction and organizing to help your organization improve profitability.

Experience

Community manager

February, 2020 - -

Tokens.com

- Set, plan and implement social media and communication campaigns and strategies
- Provide engaging text, image and video content for all social media and professional accounts
- Respond to customers in a timely manner in the management of products
- Monitor, track and report on feedback and online reviews
- Organize and manage events to boost brand awareness
- Coordinate with Marketing, PR and Communications teams
- Liaise with Development and Sales department.
- Build relationships with customers, industry professionals and journalists
- I. Stay up-to-date with digital technology trends.

QUANTITY SURVEYOR (INTERN)

July, 2019 - January, 2020

Cost matrix Consult

- Conducting market survey for the purpose of preparing construction documents.
- Measurement of the progress of work for valuation purposes.
- Preparation of building schedules and contractual documents.
- Conducting feasibility studies to estimate materials, time and labour costs.

Procurement manager /Contractor

February, 2017 - May, 2019

De Kandy construction industry

- Conducting feasibility studies to estimate materials, time and labour costs.
- Preparing, negotiating and analysing costs for tenders and contracts.
- Procure or agree the services of contractors/ subcontractors who work on the construction of the project.
- Provision of extended market survey for prices of materials and equipments.

Certifications /Education

Course / Degree	School / University	Grade / Score	Year
BACHELOR OF TECHNOLOGY IN QUANTITY SURVEYING.	FEDERAL UNIVERSITY OF TECHNOLOGY AKURE	Second class	2015-2022
WEST AFRICAN EXAMINATION COUNCIL	Mayflower private school		2008-2011
Junior WAEC certification	Molusi college ijebi igbo		2005-2008
NYSC certification	National Youth Service Corps		2022-2023

Skills

Proficient in computer operation including Microsoft excel, Microsoft Word and power point.

Proficiency in analytical tools, SPSS

Ability to pay attention to details

Team management skill

Good communication skills

A team player

Flexibility and the zeal to attain a progressive environment

Ability to work as a team with existing employees to achieve organizational goals and objectives.

Ability to multi-task in a fast paced deadline driven environment

Excellent customer/client management skill

Achievements & Awards

President of community development service (prevention and health services)

Academic tutor certificate of honor

Personal Details

Date of Birth

05-02-1995

Nationality

Nigerian

Additional Information

I am a diligent Quantity surveyor with some experience in technical applications and innovation. I am skilled in developing plans, managing projects, and in user documentation.



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