

# FATOKI LANRE T.

**Address:** No 3, Mangrove lane, by Woji road, Rumuolu town,  
Port Harcourt. Rivers state.

**Telephone:** +2348065203284

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## PERSONAL SUMMARY

A result-driven, ambitious and highly motivated team player, with ability in organizing people and systems efficiently towards achieving set organizational objectives. Having a passion for excellence and professionalism in the field of Metallurgical and Materials Science Engineering. I can meet and exceed organization/business targets.

## PERSONAL DETAILS

Name	-	Fatoki, Lanre T.
Gender	-	Male
Date of Birth	-	09 <sup>TH</sup> February 1989
State of origin	-	Osun State
Marital Status	-	Single
Spoken Language	-	English & Yoruba
Religion	-	Christian

## ACADEMIC QUALIFICATION

<b>Obafemi Awolowo University</b>		<b>2008-2015</b>
Ile-Ife, Osun State		
BEng	-	Metallurgical and Materials Science Engineering
<b>John Hopkins University (Coursera)</b>		<b>2020-2021</b>
Certificate of completion		
97% score	-	HTML, CSS and JavaScript certification course
<b>Seventh Day Adventist Grammar School</b>	-	<b>2001-2004</b>
Ede, Osun State		
<b>National Examination Council (Nov/Dec)</b>	-	<b>2006</b>

## KEY SKILLS AND COMPETENCE

### PROFESSIONAL ABILITIES

- Basic Health and Safety Skills
- Knowledge of machine fabrication
- Knowledge of machine maintenance
- Proficient with Microsoft Office software
- Comprehensive understanding of industrial related rules and regulations
- Keeping record of inspection findings and producing report

### PERSONAL ABILITIES

- Excellent communication and interpersonal skill.
- Past work experience has helped my development as a team player and polished my individual task handling ability.
- Enjoy a competitive environment, where utmost result is the goal for all involved
- High level of honesty and exemplary integrity.
- Good listener and astute attentiveness to detail
- Able to work under pressure and excellent adaptability to new situation
- Success and result driven
- Appreciate punctuality

## **WORK EXPERIENCE**

• **TAGO INTERNATIONAL SCHOOL PORT HARCOURT RIVERS STATE (PPA NYSC) Teaching Geography (SS1, SS2 and SS3) – January 2016-December 2017**

**Duties:**

- Preparation of lesson note.
- Teaching of students and giving of note.
- Testing and examining of students on what they are being taught.

**INDEPENDENT NATIONAL ELECTORIAL COMMISSION (INEC) ADHOC STAFF**

**Assistance Presiding Officer (APO II) General Election – 28<sup>th</sup> and 29<sup>th</sup> March 2015**

**Duties:**

- Had series of INEC training on how to conduct an election and on the allocated position
- Signing, stamping and counting of ballot papers for effective pre and post electoral process.
- Pre and post-election documentation.
- Finally, Assisting the Presiding Officer (PO) in putting both the sensitive and non-sensitive material together and returning them to the appropriate quarter.

**ABC CIVIL AND CONSTRUCTION ENGINEERING COMPANY IREWOLE, ILORIN, KWARA STATE (IT)**

**Maintenance Officer – November 2013-May 2014**

**Duties:**

- Servicing the diesel generator engine at the end of the month to reduce down time and increase efficiency while working under Ibadan control center II, Covering the South West and part of the North Central
- Maintenance of the generator under the jurisdiction was paramount and the duties were always carried out every three months' interval by my team.
- Installation of new generator sets that were brought to a developing site by our engineering team.
- Complete over-hauling repairs and diagnostic trouble-shooting of generators.

**BIOS ALLIED COMMUNICATION SYSTEM LIMITED ELELENWO, PORT HARCOURT, RIVERS STATE**

**Director of Sales and Procurement – February 2018-Present**

**Duties:**

- Technical executive director oversees the repair, maintenance and servicing.
- Oversees the company's business dealings and transactions receiving requisitions and responding with quotations to clients.
- Installation of (I.T) equipment (Cisco network switch), CCTV camera, networking etc.
- Submission of invoices, preparation and presentation of account statement at the end of business quarters.

## **QUALIFICATION**

- National Youth Service Corps (NYSC) discharge certificate. **December 2017**

## **HOBBIES**

- Travelling
- Singing
- Reading
- Playing Indoor games
- Playing Football

## **REFEREES**

**AYOOLA ISAAC OGUNKANMI**

**Department of Public Building**

**Federal Capital Development Authority**

**(FCDA)**

**Area 11, Garki, Abuja.**

**+2348033116595**

## **REFEREES**

**AKINBAYO ADEOLA R.**

**National Agency for Science and Engineering**

**Infrastructure (NASENI),**

**Idu Industrial Area, Idu Abuja.**

**+2348030972697**