

TOPE SHOBAYO

DETAILS

ADDRESS

4 Bensther street
Lagos, 100275
Nigeria

PHONE

+2349023657053

EMAIL

izeaktop@gmail.com

SKILLS

Database Development

General Management

Time Management Skills

Multitasking Skills

Strong Analytical Skills

Problem Solving Skills

Excellent Communication Skills

Customer Service Skills

LANGUAGES

English

PROFILE

Hardworking and Efficient Professional with a motivated attitude and a variety of skills. Adept in various social media platforms and office technology programs. Committed to contributing my expertise in a dynamic office.

EMPLOYMENT HISTORY

Operation and Logistics team member, Omoroy Nig Ltd

Yaba, Lagos

Mar 2021 — Feb 2022

- Worked to ensure a positive and hassle-free customer experience.
- Oversee the activities of shipping, receiving, and warehouse personnel.
- Shipping and receiving processes, directly contributing to warehouse activities during busy periods to ensure a high level of customer service and preventing teams from falling behind during high-order volume time periods.
- Ensuring that changes in inventory are promptly and accurately recorded in internal supply chain systems.

Site Supervisor, Lysot company

Egbeda, Lagos

Jun 2018 — Present

- Manage the purchase of building materials and land acquisitions.
- Plan, organize, and direct the activities of a construction project.
- Develop and implement quality control programs.
- Prepare progress reports for clients.
- Provide schedules for workers
- Assign tasks to construction laborers
- Responsible for maintaining safety and quality standards

EDUCATION

O' Level, Kehinde Bashorun Memorial college

Lagos

Sep 2007 — Jun 2012

BSc. Geography and Planning, Lagos State University

Lagos

Nov 2015 — Dec 2019

INTERSHIPS

Ministry of Physical Planning and Urban Development

Alausa, Lagos

Mar 2018 — Dec 2018

COURSES

Modern Javascript, Udemy

Aug 2021 — Present

MySQL for Data Analytics and Business Intelligence, Udemy

Nov 2021 — Present