






OLUWAFUNMITO B. ODEFEMI

 Minna, Nigeria;  +2348052836915;  me@funmitoblessed.com;
 <https://ng.linkedin.com/in/funmitoblessed>;  funmitoblessed.com

MONITORING, EVALUATION, LEARNING, AND DATA MANAGEMENT PROFESSIONAL

Results-oriented monitoring & evaluation professional with a strong background in data quality controls, cleaning, collection and analysis, survey programming, and system development to enhance project monitoring & evaluation, implement operational change to meet current and future business and project requirements and continuity. Offering an array of highly transferrable skill sets in program management, monitoring & evaluation, data analysis & reporting, data quality coordination, process improvement, people management and implementing action plan strategies to meet business performance needs.

HIGHLIGHT OF EXPERIENCE AND SKILLS

- Over five years of professional work experience spread across monitoring and evaluation, information technology systems administration and technical support, data collection, analysis and visualization, and people management in the business and not-for-profit sectors.
 - Excellently skilled in the use of data analysis and visualization tools including but not limited to Microsoft Excel, Google Sheets, Python (Pandas), SQL, SPSS, Stata, Microsoft Power BI (certified), and Google Looker Studio.
 - Strong knowledge of version control and software development tools such as Git, GitHub, and Visual Studio Code.
 - Relevant IT training and certifications in Data Analysis, Cloud Engineering, Web development and Systems Administration.
 - Proficient in the use of Survey Programming and data collection tools including but not limited to Google Forms, ODK Tool, CommCare, KoboToolbox and technology applications such as Microsoft Outlook, Microsoft Word, Microsoft PowerPoint, Microsoft Exchange Online, Microsoft Teams and Google Workspace.
 - Strong background in monitoring and evaluation as a business, and as a function - Research Design, Data collection and quality management, Data analysis and reporting, and systems development.
 - Unparalleled relationship support and people management skills.
 - Strong understanding and experience in team building, project coordination and management, and communication.
 - Innovative in finding creative solutions to complex problems.
-

PROFESSIONAL EXPERIENCE

One Acre Fund Nigeria

Senior MEL Field Data Coordinator

February 2024 to Date

Responsible for managing, coordinating, and overseeing survey data quality management systems within the Monitoring, Evaluation and Learning department and across all One Acre Fund Nigeria's programs.

- Boosted team productivity by 25% through implementing peer-to-peer skills training, resulting in a more efficient data coordination process.

MEL Data Quality Coordinator

Sep 2021 to January 2024

As the data quality coordinator, I supported the development and implementation of MEL (Monitoring, Evaluation, and Learning) systems and quality reports and analysis on all One Acre Fund Nigeria's programs.

Key Achievements

- Streamlined the dashboard development process, leading to more efficient decision-making and improved program performance for One Acre Fund.
- Introduced and Implemented automation workflows that resulted in more than 50% reduction in approval time for country office requests, significantly enhancing overall employee productivity and efficiency.

Key Responsibilities

- Programming high-quality surveys in CommCare and ensuring data quality controls are in place before each survey roll-out.
- Maintaining the MEL team's Key Performance trackers such as survey completion rates, back check rates, survey errors and corrections.
- Facilitating training and review sessions for team members on survey administration, data analysis, and monitoring and evaluation.
- Contributing to the content development of program monitoring and evaluation aspects, including survey design, training development, data analysis and reporting.
- Conduct visits to the field to ensure the correct execution of surveys and interaction with clients and escalate identified challenges when necessary.
- Collaborating with other team members to ensure the implementation of project activities and timely achievement of project objectives.

Nigeria Off-grid Market Acceleration Program (NoMAP)

MEL Data Lead (Consultant)

Dec 2022 to date

The Nigeria Off-Grid Market Accelerator Program (NoMAP) is an independent program focused on high-impact initiatives to support the advancement of the off-grid energy sector in Nigeria. As the M & E Consultant, I was responsible for supporting the development and implementation of the Monitoring and evaluation framework for NoMAP's pilot project and leading the data collection and analysis process.

Key Achievements

- Developed the monitoring and evaluation impact indicator framework for NoMAP's pilot project, in collaboration with the lead consultant, for testing the viability of a finance vehicle for productive use assets at select mini-grid sites in Nigeria.
- Led the development of the data collection process by developing the data collection tool using the KoboToolbox, training field data collectors, and analyzing the data.
- Collaborated with the lead consultant to design and implement the project baseline assessment survey.
- Supported the lead consultant to develop a detailed and insightful report for the baseline assessment.

Udacity

Data Analyst Nanodegree Session Lead

Jul 2022 to Nov 2022

Key Responsibilities and Achievements:

- Managed weekly connect sessions with students according to Udacity guidelines, leading to an almost 90% graduation rate among students who attended sessions regularly.
- Created the agenda and notes for each connect session.
- Reported weekly overall attendance status of students and observations about each session to Udacity.
- Explained concepts of the Nanodegree program and solved questions raised by students during the session.
- Unblocked students on the community platform.

Tropical General Investment (TGI) Group

Monitoring & Evaluation Officer

Jan 2020 to Aug 2021

Key Responsibilities:

- Developed and strengthened monitoring, inspection, and evaluation procedures in the West African Cottons Limited (WACOT Ltd) and West Africa Soy Industry Limited (WASI Ltd)'s Maize, Soya, Shea, and Sesame outgrower value chains through the design of survey tools using KoboToolbox for data collection to inform programming.
- Ensured the availability of quality, accurate, and consistent data in all concerned outgrower and sustainability programs always.
- Prepared and updated work plans, and other reports monthly, quarterly, and as needed.
- Monitored the various components of the TGI Group Agribusiness to ensure conformity with the monitoring framework/guidelines.
- Reported to the M&E Executive about the progress and concerns in reaching target indicators.

Women And Girls' Advancement And Resources Centre (WAGARC)

Monitoring, Evaluation, I.T., and Communications Officer

Mar 2019 – Dec 2019

Key Achievement

- Responsible for setting up all Information Technology processes and Microsoft 365 (Outlook, Exchange Online, Teams, SharePoint) systems, saving the organization over \$1000 in I.T. infrastructure and cloud set-up costs.

Key Responsibilities

- Focal person for all MEARL activities on WAG-ARC's Youth2Youth (Y2Y) Flagship for Social Change Project, including but not limited to the development of the monitoring and evaluation plan.
- Developed and produced periodic monitoring reports to inform and improve programming.
- Planned, collected, and analysed data for the Y2Y process, outcome, and output monitoring.
- Wrote a bi-weekly newsletter to keep members of the Youth2Youth flagship for social change network informed, engaged, and empowered to contribute to sustainable development.
- Led the digitization of WAGARC documentation and processes.
- Trained staff of WAGARC on office collaboration tools in the Microsoft 365 suite

STEM Educator and Trainer (Self-Employed)

Jan 2018 to Mar 2019

Offer I.T. technical support, training, and other educational services to clients on issues ranging from but not limited to the following:

- Private Tutoring in the general sciences, Physics, Mathematics, Biology, and Basic Technology.
- Computer systems software and hardware installation, maintenance, and troubleshooting.
- Training and mentoring on digital literacy, web development, computational thinking, office productivity tools, statistical analysis, and Online collaboration tools such as OneDrive, Google Drive etc.
- Data collection, analysis, and interpretation.

Voluntary Services Overseas (VSO) Nigeria

Information Technology and Monitoring and Evaluation Support, IMA4P

Jan 2017 – Dec 2017

Key Achievements

- Developed a new volunteer recruitment process, which reduced the average recruitment period from 4 weeks to 2 weeks.
- Installed and configured Windows Operating System on laptop and desktop computers to company standards.
- Trained over 50 lead farmers, project management team, and partner staff on digital literacy and office productivity tools.

Key Responsibilities

- Supported program management staff and volunteers with onsite and remote technical assistance, including but not limited to computer systems administration, hardware and software installation and troubleshooting, network administration, printer installation and other forms of support as needed.
- Kept inventory of all office IT equipment allocation
- Conducted routine hardware and software maintenance, updates, and backup.

PROFESSIONAL TRAINING & CERTIFICATIONS

- ALX Africa: [Artificial Intelligence Career Essentials \(AiCE\)](#) – **May 2024.**
- McKinsey & Company: [McKinsey Forward Program](#) – **April 2024.**
- World Quant University: [Applied Data Science Lab](#) – **March 2024**
- ESRI: [Going Places with Spatial Analysis](#) – **March 2024**
- Tekedia Institute: [Mini-MBA \(General Business and Administration\)](#) – **September 2023.**
- Microsoft Certified: [Azure Data Fundamentals](#) – **May 2023**
- Microsoft Certified: [Azure AI Fundamentals](#) – **May 2023**
- ESRI: [Spatial Data Science, The New Frontier in Analytics](#) – **November 2022.**
- Udacity: [ALX-T Data Analyst Nanodegree](#) – **August 2022.**
- openSAP: [Python for Beginners](#) – **June 2022.**
- Microsoft Certified: [Azure Fundamentals](#) – **September 2021.**
- Microsoft Certified: [Power BI Data Analyst Associate](#) – **June 2021 - Date.**
- Google Cloud Certified: [Associate Cloud Engineer \(ACE\)](#) – **February 2021.**
- Philanthropy University: [Planning for Monitoring and Evaluation](#) – **January 2021**
- Program Monitoring and Evaluation Certification Training - Piston and Fusion, Abuja – **February 2018.**

EDUCATION

University of Ibadan

Nigeria

Master of Science (Physics, Radiation
and Health options)

2014

University of Ibadan

Nigeria

BSc. Physics

2011

REFERENCES AVAILABLE ON REQUEST