

KADEJO TOLUWANIMI DEBORAH

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ABOUT ME

I am a communication graduate with strong writing and verbal skills. My skills are relevant to content and copywriting, management, customer communication, and providing services. I excel at maintaining professional relationships with customers, prospects, and co-workers. I am passionate and skilled in verbal and nonverbal communication. I have an IELTS certificate from June 2022 where I got a band score of 8 out of 9.

I have taken online courses to improve the utilization of my skills in Consumer/Human service and Social Media Marketing. I am interested in positions that require the use of my general and acquired knowledge/skills to achieve communication development goals and needs. I am enthusiastic about training and up-skilling opportunities.

SKILLS

1. Strong Communication: Effective verbal and nonverbal communication.
2. Proactive with little or no supervision.
3. Digital/Social media content marketing.
4. Strong Time management and Interpersonal skills.
5. Technology and Software savvy
6. Creative thinking and Problem-solving.

EXPERIENCE

1. MAY 2022 - PRESENT

Social Media Manager

- Managing accounts on social media platforms
- Customer support for inquiries and online sales.
- Writing blog posts and business e-books
- Answering questions and customer inquiries

- Creating content calendar and strategy
- Creating posts and reels for social media
- Writing compelling captions for every post
- Writing proposals to potential clients

2. DECEMBER 2021 – MAY 2022

Freelance Writer

- Content and Creative Writing:
 - i. News and blog posts
 - ii. Promotional materials and Product descriptions
 - iii. Brand biography or publications for social media

3. FEBRUARY 2022 - APRIL 2022

Father's House Media Unit - Volunteer

- Brainstorming ideas for church social media content.
- Writing excerpts from sermons.
- Using Canva for content design

4. JANUARY 2021 - SEPTEMBER 2021

Broadcasting Corporation of Oyo State (BCOS) - Field Reporter and Junior Editor (NYSC)

Junior Editor

- Voice-over for radio jingles
- News sourcing - looking for news stories from various websites
- News Editing - editing news stories for news bulletins

Field Reporter

- News writing: writing commentary for news report voiceovers
- News reporting: covering several events and beats.
- Conducting interviews for new stories
- Attending meetings to brainstorm content ideas.

5. FEBRUARY 2017 - 2018

Global Leadership Academy - Volunteer

- Organizing leadership training and talks for university students.

EDUCATION

1. Online Courses:

- Digital Marketing (Google)
- Social Media Marketing (Coursera)
- Business Communication (eDx)

2. OCTOBER 2015 - SEPTEMBER 2019

Olabisi Onabanjo University, Ago Iwoye - BSC

Mass communication (2nd Class of Upper Division - 4.1 (CGPA)

3. SEPTEMBER 2009 - JULY 2015

Sacred Heart Catholic College - WAEC