**OJO OLUWAMAYOWA DANIEL**

**PERSONAL DETAILS Address: Number 80, Garthdee Road, Aberdeen AB10 7AR, UK.**

**Mobile:0 7404759266**

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**PERSONAL SUMMARY**

* I possess the ability to work and manage multiple tasks in a fast-paced environment
* Acquisition of new skills and amenable to new ideas
* High sense of responsibility and team work
* Computer appreciation skills
* Ability to remain calm and focused under pressure and work strict deadlines.
* Welcomes challenges, learns fast and adapts well to new situations and opportunities
* Driven to achieving set goals, reaching deadlines and exceeding expectation
* Establish performance goals to exceed efficiency levels and quality assurance standards
* I am fluent in both spoken and written English and possesses good interpersonal skills.

**EDUCATION**

**ROBERT GORDON UNIVERSITY, ABERDEEN. (JANUARY 2020-TILL DATE)**

**SPINEL INTERNATIONAL ACADEMY**

* Safety management **2019**
* Diploma in hospitality and management **2018**

**CERTIFICATION**

* **NATIONAL YOUTH SERVICE CORPS 2016**
* **CERTIFIED COMPUTER ENGINEER (Young Black Entrepreneur) 2013**
* **HUMAN RESOURCES AND SKILL ACQUISITION (Horebson Resources) 2012**

**PROFESSIONAL EXPERIENCE**

**INCHGARTH COMMUNITY CENTRE FEBRUARY, 2020**

VOLUNTEER (PHOENIX CLUB AND FOOD BANK ASSISTANT)

* Assist in entertaining people with disabilities.
* Help in reaching out to the needy through the food bank program, where am being opportune to share provisions and daily needs to the community.

**CHREMON INDUSTRIES LTD.**

* *Logistics and Procurement officer*: **(July , 2016 – December 2019 )**
* Oversee the purchasing of technical goods and services for the company operation.
* Negotiate with suppliers on lead-time, cost and quality so as to obtain the maximum benefit for the company.
* Proper evaluation of suppliers and negotiate purchase agreements with them, as well as maintain the inventory of supplies.
* I plan and monitor inbound and outgoing deliveries.
* I work with other departments to incorporate logistics with company procedures and operations.
* Liaises with suppliers on delivery schedule so as to ensure on-time deliveries of final product.
* I made sure I choose the appropriate suppliers to purchase from and also do extensive industry research, meet with salespeople and compares their products and prices.
* Periodically review suppliers, and launch improvement programs where required.
* Helps in thinking of ways to eliminate waste and variability in the supply chain.
* Evaluate budget and expenditures.

**FEEDWELL SUPERMARKET.**

* *Customer Assistant:* **(February, 2015-May, 2016)**

Responsibilities

* Going round the aisles taking note of which stock needs replacing
* Removing goods from the shelves which are past their sell-by date
* Stacking the shelves and display areas, including fridges and freezers
* Making sure that stock is rotated — putting goods with the earliest sell-by dates to the front
* Making sure that fridges and freezers are at the correct temperature
* Cleaning the shelves and keeping stock neat and tidy
* Helping customers with any queries, including showing them where items are
* In a large store, specializing in one particular department such as grocery or chilled foods.

**Nigeria Airport Authority (July, 2012 – December, 2012)**

* Industrial Training.

Responsibilities (ELECTRICAL DEPARTMENT)

* Regular check on the run-way light to ensure proper and safe landing for air craft.
* Proper maintenance of all electrical appliances.
* Replacement of spoilt bulbs and lighting outlets.
* Quick response to wireless radio transmitter from the control tower.

**Nigeria Bottling Company (September, 2010-December, 2010)**

* Industrial Training.

Responsibilities (SAFETY DEPARTMENT)

* Monitored hazardous and unsafe situations.
* Monitored workplace activities to ensure that workers comply with company policies and government safety regulations.
* Ensured that workers wear required personal protective equipment.
* Ensured work-permit is been approved by the safety manager before any maintenance or repair work is taken place.

**SKILLS**

* Proficiency in the use of Microsoft Excel, Microsoft Word
* Excellent communication skills
* Desirable interpersonal skills
* Seasoned decision making ability
* Ability to think outside the box and get tasks completed within stipulated time
* Ability to work under pressure without impacting deliverables
* Ability to work in a team or individually with little supervision
* Great determination and a mind-set that nothing is impossible.

**REFERENCES**

**Available on request.**