

OJO OLUWATMILEYIN EMMANUEL

📍 No 4, Harrison Ojeme, Abesan Esate
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✉ timileyinojo@yahoo.com

Skills

- Ability to work independently, adjust to changing priorities and to handle different and multiple tasks
- Ability to communicate with others and to assimilate and understand information in a manner consistent with the essential job functions
- Ability to manage complex problems and ambiguity
- Ability to be work independently with minimal supervision
- Highly developed verbal and written communication skills and an ability to work with management
- Ability to meet attendance schedule with dependability and consistency
- Experienced driver with a valid driver's license
- Proven time management skills and a strong attention to details
- Knowledgeable in Mine Planning Training, Mine Evaluation, Mine Operation Management and Equipment Selection
- Strong problem solving skills and experience developing solutions in a team environment
- Ability to meet and manage customer expectations in a professional and timely manner
- Outstanding analytical skills; comfortable working with, interpreting and presenting data

Technical Skills

- Mastery of Microsoft Office Programs (Word, Excel and PowerPoint)
- Ability to work with several operating systems including Windows, MAC OSX, and Linux
- Knowledge in Mines planning, Engineering Report Writing and AUTOCAD
- Python Programming Language (Basics)

Summary

A skilled, adaptable and result-driven Engineering graduate who is eager to apply his academic foundation and relevant experience in a practical setting while offering robust analytical and organizational skills with strong technical and methodical aptitude. Skilled in building cross-functional teams, demonstrating exceptional communication skills, and making critical decisions during challenges. Adaptable and transformational leader with an ability to work independently, creating effective presentations, and developing opportunities that further establish organizational goals.

Work experience

2017 - 2017 Evaluation Staff Assistant

NIGERIAN MINING CADASTRE OFFICE ABUJA

- Responsible for the evaluation process of Mining Title Application
- Analyzed material haulage and mine equipment
- Ensured that mining permits and leases applications are processed within the shortest time possible
- Managed all Extant Mineral titles
- Processed all applications for Modification such as Renewal, Transfer/Assignments, Additional Minerals, Consolidation Relinquishment/Abandonment
- Processed and kept all records of revoked, expired, refused applications, etc.
- Evaluated and Kept all records and statistics of transactions of the office
- Collated data from all departments for periodic reports
- Handled file management and operation of SIGTIM (Database)

2013 - 2016 Field Engineer

HENG LI INTERNATIONAL TRADING COMPANY

- Managed troubleshooting of Hikvision Security Equipment
- Oversaw installation of CCTV camera and security doors
- Documented and monitored daily progress report of the project to ensure conformance to design specifications and safety standards
- Developed constructive and cooperative working relationships with co-workers and provided technical guidance and work direction to them
- Upheld strong communication with the crew and the customer so that the job ran smoothly
- Exemplified professional presentation skills and quick learning to show my training progress
- Excelled in working in a fast-paced environment

2014 - 2014 Engineering Intern

DANGOTE CEMENT IBESE

- Coordinated the extraction of raw materials in the right chemical composition for cement production
- Conducted land survey, limestone exploration and mineral composition test
- Handled the management and troubleshooting of basic heavy duty moving equipment
- Monitored and analyzed workflow, processes, and procedures and developed solutions in order to resolve bottleneck areas to maximize efficiency and productivity
- Communicated with project leads to obtain information required to process the review and design
- Thorough understanding and application of principles, concepts, practices, and standards associated with mine engineering. Full knowledge of industry practices

- Web Development using HTML5, CSS, PHP, JS
- Computer and Kyocera photocopier hardware/software repairs

Language Skills

Fluent in English and a good knowledge of Yoruba

Professional Training

British International Safety
Organization: Health, Safety and
Environment Training Course
Certification (HSE) 1, 2 & 3

- Resolved problems by analyzing information, identifying and evaluating optional courses of action
- Contributed to the development of techniques in the operational context of a mine

Education

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| 2010 - 2016 | B.Eng
Federal University of Technology
Mining Engineering |
| 2002 - 2008 | Senior Secondary School Certification (WASSCE)
Nigeria Navy Secondary School, Abeokuta |