

Omotayo Olalekan Shittu

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Scan QR code to view
my intro video



Summary

I am hardworking, dedicated and knowledgeable with sufficient experience in construction, security, health and safety with administrative skills. My interest in working has evolved through previous roles in both office setting and site. I am diligent and willing to go the extra mile to get the job done. I have a strong attention to details, can work independently and take initiative when necessary.

Licence



SIA Door Supervisor Licence
1012174439953732

Screening questions

- ✓ I have a valid ID (passport or driving licence)
- ✓ I have utility bills in my name on the current address
- ✓ I have never been convicted of a criminal offence
- ✓ I have never been bankrupt in the past
- ✓ I don't have any CCJS (County Court Judgement) issued in the past 6 years

Key Skills

- ✓ Good Communication Skills.
- ✓ Work under pressure with little or no supervision.
- ✓ Good interpersonal Relationship with others.
- ✓ Maintained a patient and professional demeanor in challenging situations.
- ✓ Basic knowledge use in Microsoft words, Microsoft Excel.
- ✓ Ability to respond to problems swiftly and analyze situations to make sound decisions.

Experience

Warehouse operative

Staffline Recruitment Ltd
derby uk

- Locating and packaging of goods as per customer orders using bar codes and serial
- Using warehouse machinery to move goods from storage areas to packaging areas.
- Using industrial packaging materials such as cardboard boxes, wooden pallets and bubble wrap safely and securely package goods.
- Ensuring that storage areas are kept fully always stocked.
- Following health and safety policies and procedures in the warehouse.
- Receive and check incoming pick tickets.
- Re-stock inventory manually or with warehouse equipment.
- Adhere to health and safety policies and quality standards.

Business/Project Administrator

Harbidare Consult Ltd
Lagos, Nigeria

- Led a team of over 30 workers daily at various sites.
- Established work schedules and assignments for employees.
- Collaborating with Client representatives, architects, engineers and subcontractors to ensure project success.
- Ensuring the Timely completion of Projects.
- Be Responsible for the Day to day running of Projects Sites.
- Preparation of Daily and weekly reports to the office.
- Conduct site inspection and supervision to ensure compliance with safety regulations and company policies.

Oct 2023 - Present

May 2021 - Jul 2023

Hobbies

- ✔ Reading, Travelling, Football and Meeting People

Security Officer.

Tumrad Business Technology Ltd
Lagos, Nigeria

- Provide a visible and reassuring presence to deter potential security threats.
- Assisted in the development and implementation of security protocols and procedures.
- Assist with access control by checking identification and credentials of personnel and visitors.
- De-escalate multiple potential violent altercations.
- Performed security checks on 200+ vehicles to identify unauthorized items and prevent theft and vandalism.
- Provide excellent customer services by assisting visitors, employees and clients with inquiries and directions.

Oct 2016 - Apr 2021

Education

Fire marshal

High Speed Training

Jan 2024 - Jan 2024

Door Security Supervisor

Get Licensed

Jan 2024 - Jan 2024

CSCS operative

Construction Skills Certification Scheme

Sep 2023 - Sep 2023

Health and safety within a construction environment.

Highfield

Jan 2024 - Jan 2024

Banksman/Traffic Marshall

High Speed Training

Dec 2023 - Dec 2023

HS&E Test for Operatives

CITB

Sep 2023 - Sep 2023

Emergency First Aid at Work

Get Licensed

Sep 2023 - Sep 2023

ACT AWARENESS

Get Licensed

Sep 2023 - Jan 2024

ACT SECURITY

Get Licensed

Sep 2023 - Jan 2024