

# OGUNDARE OMOTOLA TOLULOPE

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## ***Career Objectives***

To become a top notch professional where i can utilize my skills and gain further experience while advancing the organizations Productivity and reputation.

## ***Education***

2009 – 2015	Federal University of Technology B.Eng. Electrical/Electronics Engineering	Niger, Nigeria
2005 - 2008	Federal Government College (WASSC)	Ogun, Nigeria
2002 – 2005	Command Secondary School (JSSC)	Lagos, Nigeria
1995 – 2002	At-Bet International School	Lagos, Nigeria

Year	Professional Certification	Grade
2016	CCNA (Cisco Certified Network Associate)	CCNA
2016	International Project Management Professional	PMP

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## ***Employment Record***

Date	Grade	Position	Organization
2017-2019	Graduate Intern	Frontline Officer	Access Bank Plc
2015- 2016	NYSC	Instructor	Nigeria Army HQ, Kaduna
May 2013- Dec 2013	Industrial Training	Intern	Tower Aluminum Nigeria PLC
Sept 2012- Nov 2012	Industrial Training	Intern	Power Holding Company of Nigeria (PHCN)

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## ***Work Experience***

**Organization:** Access Bank Plc

**Position:** Frontline Officer

### **My job roles/achievement included:**

- Process 25+ customer transactions per hour with extreme attention to detail
- Assumed leadership role in the absence of assistant bank manager and maintained bank's normal operations and procedure
- Performed as a team member in cross-selling bank products to customers at every opportunity to meet sales goals regarding accounts, credit cards and loans
- Handled customers financial transactions using the various applications of the bank

- Quickly mastered new bank systems and database and led team members and colleagues in utilizing different features
- Perform daily reconciliation accurately and timely

**Organization:** Tower Aluminum Nigeria PLC

**Position:** Intern

**My job roles/achievement included:**

- Responsible for documenting machine breakdown periods and communicating timely such instances to supervisor
- Perform quality checks of electric motors after repairs have been done
- Responsible for documenting temperature records of heat equipment and communicating timely such instances to supervisor
- Assist in engineering initiatives for continuous improvements

**Organization:** Power Holding Company of Nigeria (PHCN)

**Position:** Intern

**My job roles/achievement included:**

- Assist staffs of Operation and Maintenance to locate fault
- Assist supervisor in detecting faults of transformers and proffering possible solutions
- Learnt the functions of the different arms of the electricity distribution of the country

**Skills**

- Ability to work with **HTML, CSS, BOOTSTRAP, PYTHON (Django Framework)**
- Detail oriented.
- Ability to work effectively under pressure, as well as with minimal supervision.
- Excellent verbal and written communication Skills.
- Impeccable Integrity and Character.
- Strong work ethics.
- Great level of inter-personal relationship and a good team player.

**Hobbies**

- Listening to music and Singing

**Referees** - To be provided on request