

ADENKAN TEMITOPE BOLUWATIFE

5, Yusuf street, Ipaja-ayobo, Iyana paja. Lagos state
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BIO-DATA

Date of Birth – 20th March 1996
State of origin – Ogun State
Local Govt – Obafemi-Owode
Sex – Male
Marital Status – Single
Nationality - Nigerian

PROFESSIONAL GOAL

To be part of an organization, where I can Contribute to a management whose clients will benefit from my strengths in project enhancement, an eye for perfection, in which I can positively and adequately impact, through capability, character and personal attribute, where I can contribute meaningfully to its development and also develop myself.

ACADEMIC QUALIFICATIONS

University of Lagos (UNILAG) <i>Bachelor of Science in Botany</i>	January 2016 – November 2019
Barachel Model College <i>Senior School Leaving Certificate</i>	September 2006– July 2012
First Star Nursery and Primary School <i>First School Leaving Certificate</i>	September 2000 – July 2006

PROFESSIONAL EXPERIENCE

- ❖ FEDERAL INSTITUTE OF INDUSTRIAL RESEARCH, OSHODI (FIRO)
Student Industrial Work Experience Scheme (SIWES) 2016

ADDITIONAL INFORMATION

Technical Skills

- ❖ Microsoft Word
- ❖ Microsoft Excel
- ❖ Microsoft PowerPoint
- ❖ SPSS software
- ❖ WINQSB software
- ❖ MINITAB software

Languages

- ❖ English
- ❖ Yoruba

Interests

- ❖ Socializing
- ❖ Reading
- ❖ Researching

CORE SKILLS AND KNOWLEDGE

- ❖ Organization & Planning
- ❖ Multitask Management
- ❖ Customer Service
- ❖ Team Leadership
- ❖ Resource Optimization
- ❖ Administrative Management
- ❖ Scheduling & Time Management
- ❖ Meeting Planning & Leadership
- ❖ Multimedia Communications
- ❖ Personal effectiveness
- ❖ Consistent performance
- ❖ Target driven
- ❖ Ability to cope and work under pressure

VISION AND MISSION

To build up productive working relationship within an organization, so people would think positive of themselves and their career not only through hard work but through creativity and innovative ideas.

REFEREES

Provided on request