

ADEWOLE SUNDAY.A.

No. 5 Bibilari Street, Bashorun Road Idi Ape Ibadan.

08032734923

sundayadewole49@gmail.com

CAREER OBJECTIVE

To pursue a professional career with the aim of capacity building through harnessing of potentials and skills while contributing towards the growth and the development of the organization.

PERSONAL QUALITIES

A creative and open-minded individual with good team spirit, heuristic, and humble learner, and able to take decisions independently. Strong good relation skills with team interpersonal relationships. High sense of integrity and commitment.

PERSONAL DATA

Date of birth: December 26th, 1992

Sex: Male.

Marital status: Single.

Nationality: Nigerian.

Religion: Christian.

State of origin: Osun state.

Local govt. area: Ife east.

EDUCATIONAL QUALIFICATION

2015 - 2019

Alayande College of Education Oyo.

Business education. (NCE)

2006 - 2011

Urban day grammar school Ile Ife.

National examination council (NECO)

1999 - 2005

St Paul Anglican Primary School.

First school leaving certificate (FSLC)

WORK EXPERIENCE

June 2018 till date

Premier Feed Mills Co. Ltd

Health, Safety and Environment Assistant

- Daily walk around to check the compliance to safety rules and regulations
- Quarterly check of noise level
- Quarterly audit of forklift
- Bi-monthly internal HSE audit of management
- Monitoring of PPE usage compliance

December 2016 – June 2018

Omofade Block Industry

Sales Representative

- Selling products and services using solid arguments to prospective customers
- Maintaining positive business relationships to ensure future sales
- Resolution of clients complaints

December 2014 –December 216

Riverside Hotel

Receptionist

- Resolution of client's complaints
- Complete procedures when Guests arrive and leave
- Prepare bills and take payments
- Deal with special requests from Guests

Skill Summary.

- Good Communication and Presentation Skills.
- Working Effectively with a deadline in view
- Working as part of a dedicated team.

Technical skills

- Microsoft Word and Microsoft excel

Languages

- Solid Command of English and Yoruba

PROFESSIONAL CERTIFICATIONS

- ISPON, General Health, Safety and Environment Certification (Level 1&2)
- ISPON, Health, Safety and Environmental Certification (Level 3)

REFEREES

Reference available upon request