

Ibrahim Salim Ayomide

No 13, Idi-Ishin Quarters, Elewuro , Akobo Ibadan
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Objective

- Talented professional manager seeking to fill an executive role.

Education

Diploma Project Management, Customer Service and Human Resources Management

March 2021- September 2021

Global Institute Program

- Certified Project Manager
- Certified Customer service Specialist
- Certified Human Resource Manager

B.A. English and Media Arts

January 2014- January 2020

Osun State University, Osogbo

- Graduated with a 3.0 GPA.
- Specialized in Relation and Communication Art.

Work Experience

Administrative Assistant

September 2023- 2024

Waterfield Luxury Hotels, Ibadan.

- Assisted in the management of a team of 25 Individuals from various backgrounds to ensure delivery of Hospitality services
- Creating monthly and yearly target for the Sales Department.
- Inspected damages and executed repairs procedures around facilities .

Finrel Pharmaceuticals, Ibadan.

January 2021- December 2022

Inventory Officer

- Prepared Purchase Order
- Managed Stock and Inventory systems
- Established new and efficient Inventory records
- Reduced stock by implementing a quicker ordering system.
- Improved the market share each year and kept the brand at the second position amongst other competitors in Ibadan

Referee

- Mr Tunde Ahmad - CEO Waterfield Luxury Hotels, Ibadan.
- 08068774877

Other Activities

- Loves exploring the Internet, Media Execute Producers (sides), Gymnasts, Reading