OLUMIJI

OLUMIJI.290933@2freemail.com

OBJECTIVE:

To contribute my quota toward the achievement of organizational growth and development via my personal knowledge and skills

PERSONAL PROFILE

* Excellent communication skill
* Ability to work with little or no supervision
* Good human relations
* Proficient with computer application such as Ms word, Ms excel internet
* Setting goals & working towards achieving them

EDUCATIONAL BACK GROUND WITH DATES

* Ecole Superieure (Saint Felicite)

Cotonou Benin (BSc) Economics 2012-2015

* Moshood Abiola Polytechnic, Abeokuta

Higher National Diploma (HND) Accounting 2009-2011

* Community Secondary School Mushin Lagos

Senior Secondary School Certificate 1997-2003

* Adekunle Anglican Primary School Makoko

First School Leaving Certificate 1993 –1997

WORKING EXPERIENCE

**Date:** October 2016 – Till Date

**Employer:** **Unified Payment Services Ltd**

 3, idowu Taylor street Victoria island Lagos

**Post Held:** Bank Support Officer

 (Out sourced) Access Bank plc.

Oshodi Branch

**Responsibility:**

* To work with bank branch to drive issuance to PayAttitude debt tags
* To issue a minimum of 300 tags monthly
* To convince customer to get the tags.

**Date:** April 30th 2014 – April 29th 2016

**Employer:** **United Bank for Africa** (contract job)

 57, Marina Lagos Island (Head office)

**Post Held:** Customer Service Officer (CCO)

**Responsibility:**

* Account opening and maintenance
* Confirmation of customers documents for account opening
* Upgrading of customer’s account

**Date:** October 2011-Noverber 2012

**Employer:** **National Youth Service Corps** (NYSC)

 Lagos state Government (Ministry of special duties)

 Alausa Secretariat Ikeja Lagos.

**Date:** December 2007- December 2008

**Employer:** **Intercontinental Bank Plc**.

 Herbert Macaulay Rd, sabo yaba Lagos

**Post Held:** Bulk Teller (IT)

**Responsibility**

* Confirmation of cash and teller from customer
* Sorting of cash for ATM machines

HOBBIES:

* Reading, travelling and Meeting People

PERSONAL DATA

**Date of Birth:** 25th January 1986

**Place of Birth:** Lagos

**State of Origin:** Oyo State

**Local Govt. Area:** Kajola

**Sex:** Female

**Marital Status:**  Married

REFEREES:

Available on request