**DAMILARE**

DOB: April 13, 1985,

Gender: Male,

Marital Status: Single Email: [**damilare.291312@2freemail.com**](mailto:atolagbe.olawale@yahoo.com)

# CAREER OBJECTIVE

I have over four years experience in administration, customer service, marketing, real estate and facility management and I wish to develop further along these lines. I desire to impact lives and any organization I am employed at with my set of professional skills gained over time.

# WORK EXPERIENCE

# Heritage Bank Company Oct.2014 till date

# Role: Service Associate

# (Cowry / E-banking)

# Responsibilities:

* Promotion and sales of bank products and services
* Establishes, develops and maintains business relationships with current customers and prospective customers in the assigned territory to generate new business for the organization’s products and services
* Monitor` customers’ queries and ensured timely response
* Profiling customers on internet and mobile banking platform
* Sales of E-banking products; Develops and maintains positive relationships with banking clients through excellent customer service
* Supports and maintains many major accounts over long periods of time
* Makes telephone calls and in-person visits and presentations to existing and prospective customers

**Olaniyi Enterprise** Dec.2013- August 2014

# Subsidiaries: Olaniyi Farms, Ibadan

# DTL Viewing Centre, Ibadan (300 capacity)

# Estate Management

# Responsibilities:

* Organized maintenance and repairs of farm properties and equipment
* Farm administration and supervision of farm attendants
* Advertising and marketing farm products
* Scouting for property to suite client demand
* Negotiate with house owners on behalf of tenant
* Coordinate hitch free football matches

# Keskese Limited, Lagos. July 2013- Aug 2013

# Marketing/ Sales

# Responsibilities:

* Supervision of sales promoters
* Daily and periodic sales monitoring and reporting

# Mercy land Church Missionary College, (NYSC) July 2012- June 2013

Ajowa Estate, Ifo, Ogun State

# Responsibilities:

* Taught Civic Education and Social Studies in junior classes
* Taught Government in senior classes
* Prepared and recorded regular class assessment and examination

# Intercontinental Bank Plc. Jan. 2008- Dec. 2008

# Ogunlana Drive Branch, Surulere, Lagos

**Call Duty-** Bulk Teller and Customer Service

# Responsibilities:

* Receiving cash from customers
* Checking account balance for customers
* Handling complaints and general customer service responsibilities

# Bay fad Estate Limited Jan.2006- May 2006

Suite 30, Racecourse TBS, Lagos

**Role-** Estate Assistant

# Responsibilities:

* Scouting properties for clients
* Marketing and promoting properties for sale
* Interview of clients to determine what kind of property they are seeking
* Organize appointments to show homes to prospective buyers
* Accompanied buyers for inspection of property. I advise them on the suitability and value of the homes they are visiting
* Rent collection

# EDUCATION

**The Polytechnic Ibadan, Ibadan, Oyo State.** 2011

Higher National Diploma (Estate Management)

**The Polytechnic Ibadan, Ibadan, Oyo State** 2007

National Diploma (Estate Management).

**Emmanuel College High School,** 2001

University of Ibadan, Oyo State, Ibadan

**Army Children School**, 1995

Adekunle Fajuyi Cantonment, Ibadan.