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| **AKINOLA****AKINOLA.368018@2freemail.com** |
| **OBJECTIVE:** |
|  | Akinola Damilare is a dynamic result oriented sales professional with an experience of over ten years in travel, marketing and sales industries, with a strong visual sense, excellent writing skills, and the ability to translate marketing ideas, design, concepts and providing visionary sales leadership in a highly competitive market and across all organizational levels. I am able to analyze and identify future trends, market and travel packages to clients and prospects and possess administrative experience in particular skill in establishing rapport with people from diverse backgrounds, learns quickly, master and sell new product offerings. I am an energetic sales and marketing professional with a knack for matching customers with optimal products and services to meet their specific needs. Consistently received excellent feedback from customers, and ability to work independently and handle multiple tasks |
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| **Education & PROFESSIONAL DEVELOPMENT:** |
|  | * Lagos State University, Faculty of Engineering, Epe, Lagos.
 | **Feb 2001 – Oct 2008**  |
| *B.Sc in Electronics and Computer Engineering.** **N.I.I.T Warri Study Center, Effurun, Warri, Delta State, Nigeria**. **Sept. 11th 2012**

*Certificate in Enterprise Project Management using Project 2007 (42hours)** **Diamond BusinessXpress Seminar**. **April 30th 2015**

*Certificate of Participation in Strategic Sales & Marketing** **Push CV Learning Center Sapphire Global Limited. August 14th 2015**

*Certificate Of Achievement On Advertising & Marketing** **Brentwood Open Learning College United Kingdom. May 12th 2016**

*Certificate Of Completion on Hotel Management Course.* |

**PROFESSIONAL EXPERIENCE** |
|  |  *Business Development Manager Mar 03rd 2016– Feb 30th 2017* Royal Park International Hotel & Resort Iloko – Ijesha, Osun State, Nigeria.* I created and managed the hotel’s online presence (social media platforms) where the hotel brand’s and offerings are constantly advertised and promoted with the sole aim of intimating the public with the hotel location, facilities and amenities, increasing sales and meeting target as described by the management.
* I handled the overall hotel e-marketing project coordination using my digital marketing skills while preparing daily & monthly report for the General Manager and the Managing Director.
* I developed and managed functions / events at the hotel while other sales outlet of the hotel are also been promoted to maximize profit.
* I created and designed different promotional offerings and packages and promote them on the hotel’s social media platform and website to discerning clients and guests and generating revenue from the use of the hotel facilities.
* I always ensured the hotel’s website details are constantly updated to avoid misinforming intending guests.
* I handled and resolved customer inquiries and issues, and ensuring that sales team adheres to high standards of customer satisfaction to ensure a repeat future business
* I communicate brand sales goals, company policies, procedures, expectations and other matters to staffs, and team using slides and other presentation formats.
* I drafted corporate business development proposals to be delivered to targeted corporate organizations that might need our services / facilities.
* I monitor for efficiency the activities of the hotel with online booking agencies, ensuring payment invoices rasied are treated with urgency while ascertain the invoice information as true and precise

 *Sales & E-Marketing Coordinator Mar. 05th 2013 – Feb 03rd 2016*Conference Hotel Limited, Ogun State, Nigeria.* I achieved the hotel brand’s sales target by creating an online presence for the brand using the various social media platforms as well as my digital marketing skill to increase the overall hotel e-marketing project coordination.
* Monthly sales and e-marketing report are been generated from the hotel’s online activities to the General Manager, Hotel Manager and the Managing Director.
* I monitored, analyzed and developed different e-market sales point and platform online and offline for the hotel to assist with room bookings and reservation from guests
* I handled/resolved customer inquiries and issues,
* I ensured bookings and reservations emerging from the online booking platforms are monitored and a follow up is made where necessary till a reservation is made and confirmed
* I always ensured all guest rooms are ready for customers comfort with precise reports from the front office and the house keeping departments
* I supervised the front office operations, including the reception, guest relations ensuring that the hotel standards and procedures are fully known and adhered to strictly.
* I ensured to up sell rooms, food and beverage outlets and other facilities whenever opportunities arise**.**
* I created and designed different promotional offerings and packages and promote them on the hotel’s social media platform and website to guest and clients.
* I always ensured the hotel’s website details are constantly updated to avoid misinforming intending guests.
* To be updated with the competitors’ offerings and rates.
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|  ***Airport Service Manager April 04th 2012 - Feb 30th 2013*** |
|  Fly4cheaper.com, Ilorin International Airport, Ilorin, Kwara State, Nigeria.* I managed, supervised and coordinated a sales team of 7 to optimally deliver on excellent customer service at all times.
* I handled and assist in resolving customer inquiries and issues, and ensuring that the sales team adheres to high standards of customer satisfaction to ensure repeat business.
* I manage, supervised and coordinated day to day travel sales operation with clients & customers in and out of the work station.
* I prepare daily and monthly sales reports to the Regional Sales Manager & the Chief Technology Officer.
* I preparing monthly inventory reports to the Regional Sales Manager
* I work directly with hoteliers, travel agents and travel clients to ensure maximization of profit and increased company revenue generation using different sales and marketing methods.
* I handled the sales of different travel products and requests, flight tickets (local and international), visa services, hotel accommodation and private travel consultation.
* Managing VIP travel customer account and request with uttermost importance.
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|  ***Reservation and Ticketing Executive*** ***April 02nd 2010 - March 30th 2012*** |
| Fly4cheaper.com, Osubi Airstrip Osubi, Warri, Delta State, Nigeria.* Maintaining, coordinating the company’s travel inventory involving issuing flight tickets and hotel reservation of clients in day to day delivery progress
* Preparing daily and monthly sales report to the General Manager and the Chief Technology Officer
* Preparing monthly travel inventory report to the Regional Sales Manager
* Managing day to day travel sales and service relation with travel customers I handled and assist in resolving customer inquiries and issues, and ensuring that the sales team adheres to high standards of customer satisfaction to ensure repeat business.
* Issues local and international flight tickets to walk in clients and regular customers using a Global Distribution System (Saber)
* Makes hotel reservations both local and international to guests, canvassed clients and customers.
* Constantly make available fare quoted air fares prices to our regular clients
* Generate a business client database for the company.
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| **Language:**English FluentYoruba FluentIgbo FairUhrobo Understandable |
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# **Hobbies**: Reading, Travelling, MUSIC, Meeting interesting people, cooking

# **OTHER Skills:**

* Microsoft office specialist (*Word, Excel, PowerPoint, Outlook, Corel Draw, Project Manager)*
* Travel Coordinator
* Office Management
* Business Development
* Exceptional Customer Care Service Skills
* Excellent Sales, Business Development and Marketing Skills