

ABDULWASIU IDRIS BABATUNDE

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CAREER OBJECTIVE:

Individual with a good reputation seeking position in an organization where I can utilize my sound knowledge of communication and administrative skills and looking for a new business opportunities.

PERSONAL DATA:

Date of Birth: 11th February, 1994
Place of Birth: Ogun State
Sex: Male
Marital Status: Single
State of Origin: Ogun State
Local Govt. Area: Ijebu North
Nationality: Nigerian

INSTITUTION ATTENDED WITH DATE:

✠ Ogun State College of Health and Technology	2014 – 2016
✠ Ogun State College of Health and technology	2012 – 2014
✠ Molusi College, Ijebu – Igbo, Ogun State	2004 – 2010
✠ St. John Catholic Nur. / Pry. School, Ijebu Igbo Ogun State	1998 -- 2004

QUALIFICATIONS OBTAINED WITH DATE:

• HND In Environmental Health Technology	2016
• ND in Environmental Health Technology	2014
• West African Examination Council	2010
• First School Leaving Certificate	2005
• National Youth Service Corp	2017

WORKING EXPERIENCE:

• Ecobank Nigeria Limited

Position: Funds Transfer Teller

DUTIES:

2019 -- 2021

- Movement of funds from the remitter to the beneficiary
- Remittance of funds from one party to itself or to another party through the banking system
- Processing of Manager and interbank cheque present for clearing
- Maintaining proper record
- Responsible for ensuring that customer' funds transfer instructions are efficiently and promptly executed without delays with a positive impact on customer delight
- Ensuring all remittances for customers and regulatory agencies are handled within the agreed time-frame

• Diamond Bank

2018 -- 2019

Position: Mobile Teller/Beta Friends

DUTIES:

- Help customers with complaints and questions
- Give customers information about product and services
- Take orders, and process returns
- Helping customers understand a product and asking question about their reservation -
- Banking at door step

• Federal Ministry of Environment, Mabushi, Abuja

2017

Position: National Youth Service Corp (NYSC)

DUTIES:

- A corp member assisting the secretary to the deputy director in recording the incoming and outgoing mails.
- One of the technical officer that deals with the complex issues of the division
- Sanitation officer.

CERTIFICATION:

- Optimal Performance In a Dynamic Organization
- Professional Conduct & Ethics Certification

2019

2019

SKILLS:

- Communication and Analytical skills
- Ability to work under pressure with minimal or no supervision
- Ability to motivate others for result accomplishment
- Basic computer skills

- Proficient in English and Yoruba Language

HOBBIES:

- Watching ball
- Reading
- Research

REFEREES:

Mr. Coster Adeleke

Lecturer, Tai Solarin

College of Education

Omu Ijebu, Ogun State

08023016643

Mr. Abiodun Abiodun

Lecturer, Ogun State

College of Health and Technology,

Ilese- Ijebu, Ogun State

08055840488

Mr. Wasiu Taoheed

Officer, Nigeria Security and

Civil Defense Corps (NSCDC)

08054035407