

# SHODEKE ABISOYE IRETI

GRADUATE TRAINEE

## 🎯 SUMMARY

- **To obtain a Graduate Trainee position in which to use my skills, education, training and experience to enhance company growth.**

## 📁 EMPLOYMENT HISTORY

- **Loan collection officer / Customer service Representative**  
XGO finance Limited 📍 Ikeja, Lagos  
Feb 2021  
Jul 2021  
• Contacting customers and informing them of their overdue bills. Advising customers on their payment options and suggesting methods of payments. Responding to customer queries. Retrieving loans from customers.
- **Accounts officer**  
Center for Gender,women and children in sustainable development 📍 Ile-ife , Osun-state  
May 2019  
Feb 2020  
• Managed all accounting transactions of the organization
- **Studio Attendant**  
Fucksia works beauty studio 📍 Mokola, Ibadan  
Aug 2016  
Nov 2016  
• Received, responded and documented needs and enquiries of customers. Make decisions that positively affects the organization

## 🎓 EDUCATION

- **Economics**  
Ecole superieure de technologie et de gestion(estg university) Benin Republic  
Aug 2018
- **Mabunmi memorial grammar school**  
Jun 2013
- **Yejide International School**  
Jul 2006

## 🎓 REFERENCES

- **Yinusa Suraj - +234 908 013 7080**
- **Onadiran Oladapo - 0816 050 0538**
- **Professor Olabisi Aina - 08037180569 , olabisiaina@yahoo.com**

## CONTACT

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📅 23 September 1996

## SKILLS

Atticulate Attention To Details  
Pronounced Team Player  
Solid Work Ethics And  
Performance Optimization  
Computer Appreciation And  
Application Skills  
Excellent verbal and written  
communication skills  
Strong ability to work using own  
initiative

## LANGUAGE SKILLS

English - Advanced  
French - Beginner

## HOBBIES

Mentoring  
Travelling  
Music  
Arts And Culture