

# OLUWATOMI FAGBOMEDO

FUTA SOUTH GATE, ONDO STATE

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Engage in a career that will allow for progress in terms of expertise, socio-economic development and innovation through exposure to new ideas for professional education growth as well as growth of the organization.

## EXPERIENCE

### MAY 2017 – JULY 2019

#### **EXECUTIVE INTERN**, ACCESS BANK PLC (KADUNA STATE, NIGERIA)

Funds Transfer and Clearing Officer. Responsibilities:

- Compiled electronic transfer data of funds to maintain accounting records.
- Reconciled data involving online financial transactions.
- Cashed payroll checks, exchanged foreign currency, received loan payments, and issued traveler's checks.
- Handled inward clearing cheques, including signature verification and customer services
- Coordinated various operation units of the branch to ensure the achievement of stated turnaround times for products/services.

### JANUARY 2016 – SEPTEMBER 2016

#### **COLLEGE TEACHER**, APA COLLEGE OF EDUCATION (OKPOKWU, BENUE STATE)

Lecturer. Responsibilities:

- Lectured, planned, prepared and researched for the school.
- Supervised senior college students and research staff
- Interviewed course applicants.
- Checked and assessed students' work.
- Encouraged personal development via tutorial sessions.

### NOVEMBER 2016 – APRIL 2017

#### **RETAIL DISTRIBUTOR**, COCA COLA (ZARIA, KADUNA STATE)

Sales responsibilities:

- I identified prospects and evaluated their position in the industry.
- I researched and analyzed sales options.
- Identified business opportunities

## **VOLUNTEERING**

**NOVEMBER 2016 – APRIL 2017**

**LEAD VOLUNTEER TUTOR**, DLGM SCHOOL (ZARIA, KADUNA STATE)

Tutor responsibilities:

- Helped students learn and I reviewed content with them.
- Explained how to solve problems and checked completed works.
- Assisted students develop study skills and organizational techniques to help improve their academic performance.

## **TRAINING AND DEVELOPMENT**

- The seven habits of highly effective people, Frank Covey. 2017
- Customer service and service professional, Service Quality institute/USA/CCSPL 2018
- Anti-money laundering/Counter terrorism financing/Anti-Bribery and corruption 2019

## **EDUCATION/QUALIFICATION**

**Institute Of Chartered Accountants Of Nigeria (ICAN)**

Associate Chartered Accountant in view (Professional Level), expected to complete November 2021.

**Ahmadu Bello University, Zaria**

BSc Accounting (2.2), 2015

## **SKILLS**

- Effective communication
- Team work
- Problem solving
- Customer service

## **BIO DATA**

Sex - Male

DOB - September, 1993

Nationality - Nigerian