



PHILIP OMOTOSHO

Sales Representative/customer service representative

Experience: 2 years | **Available:** Immediately | **Location:** Kogi

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ABOUT ME



To perform all duties effectively and efficiently towards the achievement of goal congruence and develop a professional career in a dynamic working environment where I can fully contribute my potential. I seek to utilize my skills, initiatives, expertise, qualification and experience to progress a career in a dynamic institution whose demand for efficiency is backed by a conducive environment for learning geared towards individual and organizational growth.

WORK EXPERIENCE



NOBEL High School

Volunteer, internship | Class Teacher

Ibadan , Nigeria

2020-11-01 | 2021-10-01

Establish and enforce rules for behavior and policies and procedures to maintain order among students.

Teach socially acceptable behavior, employing techniques such as behavior modification and positive reinforcement.

Modify the general education curriculum for special-needs students, based upon a variety of instructional techniques and technologies.

Develop and implement strategies to meet the needs of students with a variety of handicapping conditions.

Maintain accurate and complete student records, and prepare reports on children and activities, as required by laws, district policies, and administrative regulations.

Prepare, administer, and grade tests and assignments to evaluate students' progress.

Confer with parents or guardians, other teachers, counselors, and administrators to resolve students' behavioral and academic problems.

Midwest Nigeria
Customer service/Sale Representative
2012-08-01 | 2014-12-01

Confer with customers by telephone or in person to provide information about products or services, take or enter orders, cancel accounts, or obtain details of complaints.
Keep records of customer interactions or transactions, recording details of inquiries, complaints, or comments, as well as actions taken.
Check to ensure that appropriate changes were made to resolve customers' problems.
Determine charges for services requested, collect deposits or payments, or arrange for billing.
Answer customers' questions about products, prices, availability, product uses, and credit terms.
Recommend products to customers, based on customers' needs and interests.
Contact regular and prospective customers to demonstrate products, explain product features, and solicit orders.

No Experience |

EDUCATION



Federal University of Technology Minna

Degree | B.Tech (Biology Education)

AMURO COMMUNITY SECONDARY SCHOOL

High School (S.S.C.E) | SSCE

T.A.C.N Nursery and Primary School

Others | FLSC

JOB SKILLS



Ms word

Adobe Photoshop

Excel sheet

Corel draw

Pinnacle

LANGUAGE SKILLS



ASSOCIATIONS



National Association of Science Education Students : General Secretary

NATIONAL ASSOCIATION OF MOPAMURO STUDENTS (NAMS): President

Orokere Students Association: President

CERTIFICATES & AWARDS



Leadership and politics: Certificate | 2015

Teacher's Registration Council of Nigeria: Certificate | 2020