

ADEROJU TOBI ESTHER

No 4 Ifesowapo Street Ishefun, Ayobo Lagos.

Phone: 08189278585, 08024944197.

Email Address: aderojutobiloba11@gmail.com

PROFILE SUMMARY

A highly resourceful, flexible, innovative graduate, possessing considerably experience in working to ensure actualization of organization set target. Looking for a new challenging position that will help to inspire me add more value to my experience.

PERSONAL DETAILS

Date of Birth : 11th December 1997
Gender : Female
Marital Status : Single
Nationality : Nigeria
State of Origin : Oyo
L.G.A : Isheyin
Religion : Christian
Hobbies : Singing, traveling, learning new ideas and skills

CAREER OBJECTIVES

To purpose a career in a reputable establishment, where I can make valuable contribution toward achievement of its objective and attain my life ambition.

To contribute to the attainment of the organization cooperate goals by improving operational efficiencies and maximum utilization of available resources thereby adding great value to the organization.

EDUCATIONAL QUALIFICATION WITH DATES

OLABISI ONABANJO UNIVERSITY, AGO IWOYE, OGUN STATE. 2014-2019
BSc. Banking and Finance

COMMUNITY SENIOR GRAMMAR SCHOOL, IPAJA LAGOS STATE 2007-
2013
Senior Secondary School Certificate Examination (SSCE)
West African Examination Council (WAEC)

CHRISTY SEGE NURSERY AND PRIMARY SCHOOL, IPAJA LAGOS STATE 2000-2006
First Leaving School Certificate (FLSC)

WORK EXPERIENCE

- Ifefol Business Centre Ipaja, Lagos State. 2013
Position Held: Typist
- MACMANNIE CONSULTING, IKEJA, LAGOS 2018 - Till
Date
Position held: front desk/ Account officer
- Community High school Akute 2020
Position Held: Insurance Teacher

CERTIFICATION

NYSC Discharge Certificate (**Certificate of National Service**) February, 2021

Alpha Consulting Service(Certificate of Human Resources Management) February, 2021

INTEREST

- Researching
- Meeting people
- Innovating new ideas
- Managing people to achieve set goals
- Collective Human work

KEY COMPETENCIES

- Possesses good excellent communication skills and human relations
- Hardworking, resourceful and innovative
- Confident about completing any given assignment on time
- Extremely disciplined, professional and punctual
- Strong interpersonal communication skills
- Confident and ability to work under pressure
- Result oriented and efficient in task delivery
- Basic knowledge in Ms office.
- Ability to work with little or no supervision.
- Good team player with strong analytical mind.

LANGUAGE SPOKEN

- English
- Yoruba

REFEREE

Mrs Oyebimpe Florence
Vice Principal
Community High School, Akute
08020761740

Mr Sulaimon
08035174774