



# BANKOLE OLAYEMI

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House C1-H1, Phase 2, Brickcity Estate, Abuja, F.C.T 90001

## PROFESSIONAL SUMMARY

Knowledgeable **BOILER OPERATOR** capable of performing preventive, predictive and corrective actions to keep HVAC equipment operating at peak performance. Observant with strong troubleshooting and diagnostic abilities. Proficient in documentation, recordkeeping requirements, safety procedures and code standards.

## SKILLS

- Performing repairs
- Preventive Maintenance
- Troubleshooting skills
- HVAC systems
- Technical Support
- Administrative support
- Team building
- Customer Service
- Training
- Time management

## WORK HISTORY

### PUBLIC RELATIONS OFFICER

01/2018 to CURRENT

#### The HUT Foundation | Wuse 2, Abuja

- Support Project manager with strategic launch initiatives such as fund raising and integrated partnerships
- Plan publicity strategies and campaigns
- Write and produce presentations and press releases
- Deal with enquiries from public, press, and related organizations
- Organize and attend promotional events such as press conferences, open days, exhibitions, tours and visits
- Speak publicly at interviews, press conferences and presentations providing sponsors with information about new promotional opportunities and current PR campaigns progress
- Analyze media coverage
- Undertake relevant market research liaising with sponsors and partners, about budgets, Projects and objectives

### CHEMISTRY LABORATORY INSTRUCTOR

01/2017 to 12/2017

#### Tender Mind Schools | Mowe, Lagos State

- Applied knowledge of chemistry, scientific laboratory procedures and techniques in performing broad range of duties related to day-to-day operations in chemistry laboratory
- Set up laboratory equipment and instrumentation required for tests, research, or process control

- Conducted chemical and physical laboratory tests of solid materials, liquids, and gases, and evaluated student's work
- Prepared chemical solutions for use following standardized formulas or experimental procedures
- Liaised with Science teachers in primary section, junior secondary and other chemistry teachers regarding laboratory preparations
- Ensured accurate inventory of chemical equipments and materials
- Ensured Safety and maintenance of chemical equipments, materials and laboratory at all times
- Performed technical duties related to chemistry laboratory activities
- Provided technical assistance to instructors and students
- Prepared media, supplies, materials, and equipment
- Maintenance of laboratory equipment and facilities
- Took up Store keeping functions
- Supervised proper and safe use of equipment and materials

#### **BOILER OPERATOR**

06/2014 to 01/2015

##### **Transcorp Hilton | Maitama, Abuja**

- Ensure optimal and continuous operation of mechanical systems by performing routine inspections and maintenance, monitoring metering equipment and adjusting levels as necessary
- Maintained systems by carrying out scheduled regular inspections, cleanings, filter replacement and all other tasks necessary to keep all components performing optimally
- Identified and repaired or replace malfunctioning components such as gaskets and valves
- Observed pressure, temperature and draft meters to verify correct operation of automatic combustion control systems, feed water regulators and burners
- Maintained boiler room log by recording meter and gauge data readings, including water test results and quantity of fuel consumed
- Monitored heating and cooling system performance through alarms, temperature and pressure differentials
- Completed daily and weekly preventive maintenance on machines to enhance production and maintain quality
- Adjusted valves and controls to set specified water level and steam pressure of boiler
- Carried out start-up, operations and shutdown procedures
- Conducted preventive, corrective and predictive maintenance actions

## **EDUCATION**

**Bachelor of Science | Industrial Chemistry**  
**University Of Abuja, FCT**

2015

## **PROFESSIONAL TRAINING/CERTIFICATIONS**

Industrial Steam Plant Operator - TRANSCORP HILTON (2015)  
OSHA safety training - TRANSCORP HILTON (2014)

## AWARDS

- Hilton Starbond award presented in recognition of Blue energy and professionalism (October 2014)
- Hilton Starbond award presented in recognition of Blue energy and professionalism (January 2015)

## PERSONAL DETAILS

Nationality: Nigerian  
Date of birth: 14th May 1991  
Sex: male

## REFERENCES

- Pharm. Joshua Olayemi  
*M.D/CEO*  
Tolukhem Pharmacy Nig Ltd.  
Tel- 08035900887
- Mr. Abioye Olanrewaju  
*Head of School*  
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