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|  | **AYOADE, ROSELINE BOLUWATIFE** |  |
|  | **No 23, Locco Street, Elewure, Sango, Ibadan. | ayoaderoseline941@gmail.com | +234 9033295318** |  |

**CAREER SUMMARY**

Dedicated and performance oriented Graduate with Quality Assurance and Control acumen, paired with analytical/technical proficiency. Facilitating success for quality-focused tasks with top level of coordinative and regulatory abilities in providing quality healthcare services with focus on Monitoring and Evaluation. Detailed knowledge of Laboratory fundamentals with its standard practice. Exposure to a wide variety of medical terminologies from a diverse spectrum of clinical & healthcare management.

**SKILLS/EXPERTISE OFFERED**

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| * Administrative and Technical Support | * Use of Standard Laboratory Tools |
| * Quality Assurance and Control | * Monitoring | Inspection | Evaluation |
| * Sustainable Development Goals | * Microsoft Office Suite |
| * Good Laboratory Skills | * Excellent Listening (Active)/Feedback Skills |
| * Public Health | * Organisational and Interpersonal Skills |
| * Analytical Skills | * Good Written/Verbal Communication Skills |
| * Healthcare Management | * NGO | NPO | Community Outreach |

**WORK EXPERIENCE**

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| March 2021 — February 2022 |
| **Scence Laboratory Tutor | Divine Inspiration School,** Ekiti State |

* Initiated the 5-S system for sorting out and reorganizing equipment, decreased searching time by 50%.
* Streamlined laboratory procedures 30% by managing an effective inventory system for supplies and equipment.
* Conducted evaluation reports and a thorough grading system for all students enrolled.
* Designed and graded assignments to gauge student comprehension of course material.
* Prepared and delivered lectures to break down technical concepts to introductory-level students.
* Applied purification and separation techniques of Organic and Inorganic substances; identification and spectroscopic characterization of materials/organic compounds.

January 2020 — October 2020

**Quality Control Officer | Channel 8 Hotel,** Oyo State

* Responsible for the quality management of the hotel, regularly tracked network reviews, guest complaints, feedback to the managers, timely propose corresponding rectification plans, and enhance the reputation of hotel services;
* Formulated and improved the training procedures, work practices and systems, service cases and other teaching materials for each position of the hotel;
* Established and improved hotel quality management standards, and conduct quality management inspections on various stores on a regular basis;
* Implemented the corresponding training, assessment, rectification meetings, measures, follow-up, feedback, all according to the quality management & financial audit management of the hotel
* Quality control and service quality control over the entire facility.

April 2022 – June 2022

**Relief work at ACCESS BANK PLC**

* Role: Bank Teller

Accepting cash and depositing cash for customers.

Packing cash into the vault.

**ACADEMIC QUALIFICATION**

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| 2017 — 2019 |
| **Higher National Diploma: Science Laboratory Technology (Biochemistry) |** Yaba College of Technology, Yaba, Lagos |
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| 2014 — 2016 |
| **National Diploma: Science Laboratory Technology |** Osun State Polytechnic, Iree, Osun |
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| 2007 — 2013 |
| **Senior Secondary Certificate Examination (NECO) |** Community High School Sawia, Oyo State |
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**TRAINING/CERTIFICATION**

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| 2021 — 2022 |
| **National Youth Service Corps (NYSC) |** Ado Ekiti, Ekiti State |
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Referees are Available on Request

