



OLADOYIN OLAITAN K.

FINANCE | ACCOUNTING | ADVISORY |
BUSINESS DEVELOPMENT

PERSONAL INFORMATION

ADDRESS:

18 GREGORY ARUEYA STREET, KETU,
LAGOS, NIGERIA.

PHONE:

+234 8085445010

E-MAIL:

ONEDOYIN@GMAIL.COM

DATE OF BIRTH:

21ST JUNE 1997 (22 YEARS)

PERSONAL PROFILE

An accounting graduate with extensive knowledge in financial accounting, business development and customer service, who is detailed, result oriented, and interested in solving problems. currently seeking an entry position In Finance, accounting and other closely related fields in other to build a career in a growing organisation and develop abilities by taking on challenges, fulfilling the organisational goal.

EDUCATIONAL HISTORY

UNIVERSITY OF LAGOS

2014 - 2018

BSc. in Accounting (Second class lower)

INTERNATIONAL SCHOOL, UNIVERSITY OF LAGOS.

2007 - 2013

- Secondary school leaving Certificate (S.S.C.E)
- Grade: 8 distinctions (Mathematics- B3, English- B3, Government- A1, Financial Accounting – B2, Commerce- B3, Yoruba – B3, Literature-In-English- B3, Biology- C5)

PROFESSIONAL QUALIFICATION

ASSOCIATION OF CERTIFIED CHARTERED ACCOUNTANT (IN VIEW)

EXPERIENCE HISTORY

PHIXAM NIG. LTD.

MAR. 2018 - JUN. 2019

NYSC Intern

- Bank statement analysis
- Preparation of final accounts
- Financial planning and strategics.
- General office administration and record keeping
- Strategic and operational gathering and analytics
- Customer service

PROJECTS/ REWARDS

- Effects of information technology on taxation (Final year project (2017)
- Group presentation on best marketing strategy for FMCG's (2017)

SKILLS AND INTEREST

HARD SKILLS

- Microsoft Word (Advanced)
- Microsoft Excel (Intermediate)
- Microsoft Powerpoint (Intermediate)
- Sage, SAP & Quickbooks (Basic)

SOFT SKILLS

- Team worker
- Attention to detail
- Multi tasking

LANGUAGE

- English (Fluent)
- Yoruba (Fluent)

INTEREST

- Problem solving
- Travelling
- Sports

REFERENCES

Available upon request