

# LEBI ADEKEMI

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## CAREER SUMMARY

To maintain a high degree of professionalism and contribute immensely to the organizations growth and development. To work harmoniously with a team so as to archive organization goals and objectives. Ability to work alone if the need arises. I work while working to attain proficiency in my career.

## PROFESSIONAL SKILLS AND EXPERIENCE

### Personal skills

- Able to communicate freely with superiors, staffs and colleagues to create a harmonious hitch free environment for an efficient and effective delivery.
- Collaboration with team in order to yielded good result.
- Good knowledge of Microsoft word, PowerPoint, Excel etc.
- Good interpersonal skills
- Excellent oral and written correspondence
- Aim for clarity to promote an excellent impression of professionalism
- Adaptability
- Time management skills
- Critical thinking
- Problem solving oriented

## EDUCATION /QUALIFICATION

2017-2020

HIGHER NATIONAL DIPLOMA  
IN COMPUER SCIENCE

Rufus Giwa Polytechnic, Owo, Ondo State.

2015-2017

ORDINARY NATIONAL DIPLOMA  
IN COMPUTER SCIENCE

Rufus Giwa Polytechnic, Owo, Ondo State.

2006-2012

SECONDARY EDUCATON

Senior Secondary Certificate And Junior  
Secondary School Certificate.

Community Senior Secondary School  
Ojo, Lagos State Nigeria.

2000-2006

PRIMARY SCHOOL EDUCATION

Pillar Of Truth Nusery And Primary School  
Ojo, Lagos ,State Nigeria.

## PROFESSIONAL AND ACADEMIC QUALIFICATION

NYSC Discharge Certificate 2022

## WORK EXPERIENCE

ACCOUNT AND SALES MANAGER

At MIMO Achievers University Idesan/Uteh road 341104, Owo, Ondo, State Nigeria.

TELE SALES/CUSTOMER CARE EXECUTIVE  
At Tavista Nigeria Limited.

STUDENT INDUSTRIAL TRAINING  
At WINATECH SOLUTIONS .Owo ,Ondo State, Nigeria.

NYSC  
TEACHER At Koro Grammar School Ekiti, Kwara, State, Nigeria.

**INTERESTS**

Reading, Gaming, Surfing The Internet, Sports.

**LANGUAGES**

English

Yoruba

Pidgin

**REFEREE**

[Lawyer Bishop u.l.o Edema]

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