

HAADI OLORUNOJE
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OBJECTIVE

Hardworking, motivated, dedicated college student seeking employment in order to gain experience. With over a year and half experience in documentation, customer service, and inventory.

EDUCATION | CERTIFICATIONS

Associates of Science in Computer Science | PG Community College, Largo, MD
Anticipated Graduation May 2022

TECHNICAL SKILLS

Software: Microsoft Office (2003, 2007, 2010, 2013)
Access, Word, Excel, PowerPoint, OneNote, Outlook, Project, Publisher
Operating Systems: Mac / Microsoft Windows (95, 98, XP, Vista), Windows 10

PROFESSIONAL EXPERIENCE

Amazon - **Lanham, MD**
October 2021 - Present
Warehouse Associate

- Distribute, sort, and stow customer packages for delivery.
- Oversee and aid the drivers with loading and preparation for distribution of packages
- In charge of controlling vehicle traffic. Loading and dispatching of vehicles
- Solving driver technical problems
- Process over 30,000 packages daily

The Home Depot - Lanham, MD **February 2021 -**
October 2021
Sales Associates

- Managed customer check-out activities, provided customer satisfaction, assisted customers with check cashing, product location, and concerns
- Utilized active listening skills to assess customer's needs and recommend appropriate services and products
- Provided professional, friendly, and engaging customer service establishing rapport with guests
- Performing Inventory checks and documentary

McDonalds - Bowie, MD **March 2020 -**
October 2020
Crew Member

- Operating cash register, Running drive thru, cleaning restaurant.

Jummy international ventures - Lagos, Nigeria
February 2018 - November 2019
Sales Executive

- Serve over 100 customers daily
- Provide customer satisfaction, assisted customers with product location and concerns
- Recoding of sales, inventory checks& documentary
- Taking stock & Procurement of stock