

# IFEOLUWA AJAYI

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## SUMMARY

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- Energetic self-starter with experience in Customer service
- Excels in providing exceptional service to clients; especially skilled with handling challenging customers.
- About to complete a B.Sc degree in Science Laboratory Technology.
- Writes captivating contents of any context.

## EDUCATION

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**Ladoke Akintola University of Technology, Oyo state, Nigeria.**

**September 2018 – December 2023**

B. SC, Science Laboratory Technology

**ALX, Virtual Assistant Graduate**

## WORK EXPERIENCE

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- Responsible for creating travel budget
- Experienced in data entry
- Experienced in converting documents to pdf
- Experienced in attending to customers
- Writing Captivating contents.

## SKILLS

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- Problem solving
  - Communication
  - Data entry
  - Internet research
  - Customer service
  - Content writing
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## INTERESTS

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- Data entry
  - Customer service
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## LANGUAGES

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- English
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