

# EMMANUEL OLAYEMI OLUWASEGUN

[EmmanuelOlayemi007@gmail.com](mailto:EmmanuelOlayemi007@gmail.com)

+2348136641541

25 Shaki Crescent, Surulere Lagos

## PROFESSIONAL SUMMARY

A result oriented sustainable energy professional and member Energy institute Nigeria with over 7 years' Facility Management experience in the Oil and Gas, Energy and Real estate with focus on Maintenance and operations, ESG and Energy efficiency, Operations management with great knowledge of Health and Safety, Quality Management system ISO9001:2015.

I have experience in managing both residential and commercial buildings ensuring building meets all regulatory ESG compliance and Safety Standards.

## SKILLS

1. Facility Management: Demonstrated expertise in overseeing facility operations, including maintenance, repairs, space planning, security, and safety. Skilled in developing and implementing preventive maintenance programs, managing vendor relationships, and ensuring compliance with regulatory standards.
2. Project Management: Proven ability to successfully manage and execute facility improvement projects, including renovations, expansions, and equipment installations. Strong project planning, budgeting, and coordination skills, ensuring timely completion and adherence to quality standards.
3. Compliance and ESG: In-depth knowledge of local, state, and federal regulations related to facility management, ESG (Environment) and workplace safety. Experience conducting regular inspections, implementing corrective actions, Writing ESG reports and maintaining accurate documentation to ensure compliance with all applicable codes and regulations.
4. Technical Expertise: Proficient in utilizing Computerized Maintenance Management Systems (CMMS) and other facility management software to streamline operations and track maintenance activities. Familiarity with various Building codes and standards

## PROFESSIONAL EXPERIENCE

### Mixta Africa

2021 – till date

### Facility Operation Supervisor

- Overseeing Energy Management, Waste management, building maintenance including Mechanical, electrical, plumbing and HVAC.
- Established monitoring mechanisms to evaluate the functional status of buildings, structures and sites.

- Negotiate tender RFP and contract terms and conditions to meet both client and company requirement.
- Developed and implemented a preventive maintenance program, reducing equipment downtime by 20% and extending the lifespan of critical assets.
- Ensured compliance with all relevant regulations and industry standards related to operations, ESG and HSE with adequate reporting.
- Created a structure and policy document for green building Edge and LEED certification.
- Developed safety policies and procedure and compliance across the ARM group and Mixta Africa portfolio.
- Managing Service level agreement with vendors and other stakeholders
- Prepare and implement an annual budget for building use and facility maintenance.
- Maintain accurate records of equipment functioning status and other systems.
- Developed and maintained project scope documents, schedules, and budgets, ensuring timely delivery of approved project milestones.

### **Lonadek Nigeria Limited**

### **Facilities Supervisor (Nov 2018 till 2021)**

- Prepared planned preventive maintenance reports and service Level agreement with stakeholders and vendors.
- Lead internal auditor for the implementation of QMS ISO 9001:2015 process.
- Worked on the 2020 marginal field round as a support on projects and documentation.
- Part of a team of 4 that implemented digital and Innovative design thinking approach for business transformation.
- Led the organization's digital transformation efforts, overseeing the implementation of new technologies and processes to improve efficiency and drive growth. Developed and maintained project scope documents, schedules, and budgets, ensuring timely delivery of approved project milestones.
- Negotiate tender RFP and contract terms and conditions to meet both client and company needs.
- Monitoring and overseeing the work of external contractors to ensure terms of agreements are met and work is completed satisfactorily.
- Ensures Quality Management system processes are established, implemented and maintained.

### **Cedar Stem and Entrepreneurship Hub**

### **Project Manager (2019 – 2021)**

- Managed partnership with Microsoft Nigeria for a digital skill empowerment initiative.
- Coordinated strategy, monitoring implementation and partnership with Amazon web services for the first cohort of AWS Start digital Initiative which empowered and trained 30 young Nigerians for cloud careers
- Developed strategy and proposals for different technology initiatives and was able to drive partnership with Amazon, Microsoft Nigeria and AVEVA technologies etc.
- Prepare proposals and strategy for Lagos state research and Innovative council grant.
- Developed strategy roadmap for digital accelerator school for young students in Tech related careers.

## Property Pro.ng

**Customer Success Executive (02/2018 – 09/2018)**

- Onboard new customers.
- Handle and resolve customer requests and complaints.
- Hold product demonstrations to customers and agents.
- Aid in product design and product development through customer feedbacks
- Encourage upsells and cross-sells of product.
- Follow up on client to subscribe for a plan.
- Customer retention and client portfolio management
- Follow up on subscription renewals.
- Build relationships between customers and the support team.

## EDUCATION

**BSc. Metallurgical and Materials Engineering** 2010- 2015

- o *UNIVERSITY OF LAGOS, NIGERIA*

**Stanford Graduate School of Business**

- o Stanford Seed Digital Transformation Program 2020

International Computer Driver's License (ICDL) Train the Trainer Certificate 2020

## CERTIFICATION

Prosci Change Management Training 2019

**Certification in Asset Management ISO5501** 2020

- *INTERNATIONAL ENERGY TRAINING CENTRE*

**QMS ISO9001:2015 INTERNAL AUDITOR** 2019

- *CAPABLE PEOPLE AFRICA*

**ICDL Base Module (Microsoft Essentials)**

- *INTERNATIONL COMPUTER DRIVING LICENCE (ICDL AFRICA) 2019*

## PROJECTS

- Microsoft Digital skills Initiative Trainer - 2020 - 2021
- IBN Digital skills for Africa - 2019
- Vision 2020 YERI (Youth empowerment and Restoration Initiative - Girls In Stem After School Project – 2019
- Cedar Stem and Entrepreneurship Hub (CSEH) - Steam teachers ICT Initiative
- GZI Waste to Wealth Initiative 2020

## REFEREES

Dr Ibilola Amao (Principal Consultant Lonadek Oil and Gas Services)