ADELAGUN OLUWAKAYODE BABAFEMI

14D Olive Close, MKO Gardens, Alausa, Ikeja, Lagos| **08034415039**| kayodeadelagun@gmail.com

# Professional Summary

A detailed-oriented Professional with diversified experience in Marketing Communications, Media, Technology, Design, Research and Culinary Art, who is driven by an ambition to become an active player in the growth of an Organization.

# Work History

BAKER APPRENTICE, ABM FOODS AND CONFECTIONERIES (2020-Present)

• I am currently understudying the Bread making process and the technology being used.

ADMINISTRATIVE OFFICER, UMAMI CENTRE FOR CULINARY ART (UCCA) (2020)

• I handled the administration and the oversight of the Centre’s business activities.

ACCOUNT EXECUTIVE, 360 DEGREES CONCEPT LIMITED (2018-2019)

• I handled Client liaising, marketing, creation of Briefs, Proposals, Marketing Plans for specific Clients.

• I handled the management of Social Media pages of a High-Profile Client and I also handled the same for SME Businesses.

• I was also placed in charge of the Company’s Social Media platforms.

BUSINESS MANAGER, GUESTLIST CO (2017-2018)

• I managed all Event Guest-Listing for Corporate and Lifestyle Events.

• I ensured the attendance of High-Profile Guests to Events through One-on-One Phone Calls, Email Marketing and SMS blast on behalf of clients.

• I handled all promotions and marketing of Night-Life Spots through development of E-Flyers, compelling Emails and the distribution of them to an exclusive Database on behalf of clients.

• I led a Team and delegated tasks to them where necessary.

ACCOUNT EXECUTIVE, BOBBY TAYLOR COMPANY (2016-2018)

• I was in charge of PR Accounts of Corporate and Lifestyle Clients, handling all Communications for clients.

• I was partly responsible for the creation and distribution of Press Releases and other Marketing Materials for Clients.

INTERN, CC INTERIORS LTD (2016)

• I assisted a Team of Interior-Designers under tutelage, in the creation of Floor Plans and Interior Designs for both Residential and Commercial Buildings.

MARKET SURVEYOR, 3D IMPACT MARKETING LIMITED (2015)

• I worked with a Market-Surveying Team on a Market-Survey Research for a top FMCG Company in Nigeria.

• I assisted in the collection and processing of Data gathered from Respondents.

NATIONAL YOUTH SERVICE CORP (N.Y.S.C), KALABARI NATIONAL COLLEGE, BUGUMA, RIVER STATE (2014- 2015)

• I taught the Universal Basic Classes.

• I worked with a CDS Team on a Community Service Project (Environmental Sanitation) for a Town (Buguma Town) in Rivers State, Nigeria where I served.

ASSOCIATE PRODUCER/ SOCIAL MEDIA MANAGER, 3SDALI COMMUNICATIONS (2014)

• I supervised several Animation Projects.

• I generated new Stories for proposed Cartoon Episodes for the Studio.

• I developed  Timelines for Animation Projects and ensured prompt delivery of the Projects.

• I managed Social Media Accounts of the Studio as an added responsibility.

• I developed Concept Designs for Cartoon Characters as an added responsibility.

DATA ENTRY TRAINEE, VETABAT ONLINE STORE (2013)

• I created CSV Data for Online Product Display for the Store's Website (Front-End)

• I created several Price Analysis on Products and updated old prices on the Online Store's Website.

CREATIVES, AMBER11-MEDIA LTD (2010-2012)

• I played an assisting role in the implementation of Projects for the Company.

ANIMATOR (INTERN), 3SDALI COMMUNICATIONS (2008-2010)

• I completed an Apprenticeship on the  Basics of 2D Adobe Flash Animation (Adobe Flash Software).

• I trained on Free-Hand Sketches and illustration for Animation.

# Education

Bachelors of Science (Hons), Sociology, University of Lagos, Akoka, Lagos (2010-2014)

Wenby's College, Idimu, Lagos (2002-2007)

# Certification

Customer Service Course, Lagos Aviation Academy (2022)

Cabin Crew AB- Initio, Lagos Aviation Academy (2022)

Certificate in Catering and Hotel Management, De Food Academy (2019-2020)

Microsoft Excel Training Certificate, Lakeshore Integrated Services (2016)

Diploma, Acting for Film, New York Film Academy (2011)

Radio Broadcast Workshop, Inspiration FM/ Federal Radio Corporation of Nigeria (FRCN) (2010)

National Examination Council (2008)

The West African Examination Council (2007)

# License

Boeing 737 Classic-300/400/500 License

(2022)

# Skills

Communication

Problem Solving

Customer Service

Market Survey

Email Marketing

Creative Designs

Social Media Marketing

Microsoft Excel

Culinary Art

# Interest

Politics

Law

Business

Aviation

# Language

English

Yoruba

# Referees (Available on Request)