**Ogunji Street ,Ilupeju Lagos.Nigeria**

kadeboye@outlook.com

080 5637 1303,081 7197 1908

**ADEBOYE** *KAYODE ISMAILL*

PERSONAL DATA

Marital Status: *Married* Sex: *Male*

State of Origin: Ogun *State Nationality:* Nigeria

OBJECTIVES

I am seeking an exciting career in an organisation with good prospects for learning and career advancement.

I would like the opportunity to contribute professionally to my employer’s success in a well-structured working environment that provides opportunities for continuous improvement and mutual fulfilment.

I can multitask and I am able to prioritise my tasks, work efficiently when faced with deadlines and under pressure. I am also result-oriented individual, with a strong ability to learn and adapt quickly to new and different work situations.

Key Skills

* Good written and oral communication skills
* Excellent Knowledge and experience in using the Microsoft Office Packages.
* Good Interpersonal rapport with Colleagues and customers.
* Good Team Player.
* Good analytical and negotiation skills

EDUCATION

Olabisi Onabanjo University Ago Iwoye In View

**PGD, Electrical Power Engineering**

Ladoke Akintola University of Technology, Ogbomosho **2017**

**MBA, Marketing**

Ladoke Akintola University of Technology, Ogbomosho **2014**

**PGD -Management Science**

Federal Polytechnic Offa, Kwara State, Nigeria,

**HND Electrical Power Engineering 2004**

Birch Freeman High School Surulere

Lagos – State

**Senior Secondary School Certificate** **1996**

WORK EXPERIENCE

**Manager –Project, Infrastructure & Facility Management**

SOAR TECHNOLOGY LIMITED

**2022 - Till Date**

Responsible for:

* Ensure 100% completion of agreed project within the timeline
* Responsible for the 100% budget actualisation and management on all projects
* I am the visible owner of the overall business change, accountable for successful delivery on all projects.
* [communicating](https://www.finance-ni.gov.uk/articles/programme-and-project-management-communication) and encouraging the need for transformation and [change](https://www.finance-ni.gov.uk/articles/programme-and-project-change-management) within the business area in tandem with the delivery of new capabilities from the project
* monitoring overall progress and use of resources, initiating corrective action where necessary
* identifying and obtaining support and advice required for the management, planning and control of the project
* provide advice and guidance to programme and project managers as necessary
* represent the interests of the programme or project through effective networking with all key stakeholders
* ensure strategic fit of programme or project objectives and benefits
* Secure the necessary investment for the business change if necessary.
* managing project administration
* monitor delivery of objectives and benefits, taking appropriate action where necessary to ensure their successful delivery

**Business Lead - Power, Infrastructure and Engineering Services Unit**

GLOBAL POWER & ENGINEERING SERVICES LTD a subsidiary of GPFI Ltd

**2019 - 2022**

Responsible for:

* Load survey analysis for business targets and evaluation.
* Assist in planning, coordinating and executing engineering projects.
* provide leadership to in-house team and vendors on renewable energy ,installation ,commissioning and maintenance of such projects
* Support Business development teams in identification of potential sites for renewable power
* Work in compliance with standard operating procedures and company policies.
* Provide technical support in developing energy conservation and management programs to clients.
* Assist marketing team in preparing market plans and strategies to promote company's products.
* Analyse existing and potential markets to identify and secure business development opportunities
* Prepare effective proposals, presentations, demonstrations and sales tool on business development opportunities for management.
* Planning and overseeing new business initiatives
* Researching organizations and individuals to find new opportunities.
* Increasing the value of current customers while attracting new clients

**Head, Operations –Total Integrated Facility Management Unit**

GLOBAL PROPERTY AND FACILITIES INTERNATIONAL LIMITED **2016 - 2019**

Responsible for:

* FM Management of materials and personnel.
* Oversight of inventory, purchasing and supplies as central to Administrative Co ordination
* responsible for day-to-day operations, managing the organization’s site operations, helping and creating organizational and Business budgets in collaboration with the Head of Finance
* Reporting to the MD and serving as a member of the Management Team, ensuring organizational effectiveness by providing leadership for the organizations operations team.
* Working with the management team, the position also contributes to the development and implementation of organizational strategies, policies and practices.
* Coordinate, manage and monitor the workings of various Facilities/Contract managers in the organization
* Implementation of processes and policies in support of organizational goals, monitor adherence to rules, regulations and procedures
* Working with partners and JV team to achieve business objectives in line with SLAs and KPIs
* ISO Audit compliance team member
* Ensure 100% compliance on QHSE,SOPs,Quality Assessment and risk management

**Head, Integrated Facilities Management**

GLOBAL PROPERTY AND FACILITIES INTERNATIONAL LIMITED -**July,2014- 2016**

Responsible for:

* FM Administrative Co ordination
* Overseeing all CM and FM on daily operations and Business Management.
* Energy Management and Advisory
* Support all other departments for the smooth commencement of all new FM business
* Ensure safe and productive working environment
* Ensuring compliance of PPM on soft and Hard services
* Ensure compliance with KPIs, SLAs on Contracts.

**Technical Services Manager –Commercial/Industrial Operations**

WSP FMC Nigeria Limited –**November 2013-July 2014**

Responsible for:

* FM Budget implementation, monitoring and compliance
* Overseeing all CM and FM on Commercial/industrial facilities.
* Setting up for new business measures and operations by forecasting and planning for operations.
* Business Strategic planner and implementation on all new commercial business.
* Coordinate, monitor and improve the overall performance on all operation related activities.
* Support all other departments for the smooth commencement of all new commercial business

**Contract Manager**

WSP FMC Nigeria Limited (Facility Manager of ***MTN NIGERIA*** offices within the country**) Feb 2013-November,2013**

Responsible for:

* Coordinate all FM services within the designated MTN offices in the country
* Coordinate various planned and unplanned activities and maintenance job in the country
* Responsible for implementation of all operational and maintenance work in line with MTN Facilities Standard.
* Generate work orders and payment vouchers for all facilities related activities.
* Supervision of all unit heads, technicians and ensure they comply with safety standards.
* Compile all reports viz :weekly, monthly and others as required .

**Facility Manager**

WSP FMC Nigeria Limited (Facility Managers of 112 Apartments at ***Safe Court Estate***, Lekki**) July 2012– Feb, 2013**

Responsible for:

* Total FM of the entire estate
* Responsible for implementation of all operational and maintenance work within the estate.
* Arrange meeting with Clients, Service Providers, and Estate Managers.
* Responsible for Service charge budget and administration
* Supervision of all Janitorial, civil, mechanical and electrical sub managers.
* Review of Weekly/Monthly reports form Managers.

**Facility Management-Acting Manager Operations**

Bi –Courtney Aviation Service Limited (Operator of Muritala Muhammad Airport 2**) Jan, 2011– July,2012**

Responsible for:

* Take responsibility for effective implementation of all operational and maintenance contract of the Department.
* Arrange meeting with Service Providers, vendors and Concessionaires.
* Budgetting,records keeping of all department jobs
* Ensure that all projects are cost effective and done to standard.
* Assist in effective management of departmental budget.
* Coordinating all facility works being carried out by other departments.
* Weekly/Monthly Management meeting and reports.

**Facility Management-Supervisor**

Bi –Courtney Aviation Service Limited (Operator of Muritala Muhammad Airport 2**) May 2008 – Dec,2010**

Responsible for:

* Supervisor in charge of Electrical, Electronics & Power generation.
* Liaising with contractors to ensure compliance on all installations.
* Installation and maintenance of High Voltage and Low Tension Panels.
* Ensuring prompt adherence to Planned Preventive Maintenance Chart.
* Ensuring Health and safety compliance.
* Revenue generation for the terminal on Power

**Site Coordinator/Group Lead – P.M.U, Power Project**

Stag Engineering Nigeria Limited Ajao Estate, Lagos. **2006 – 2008**

Conversion of Low voltage distribution system to High voltage distribution system (**WHO BANK PROJECT** FOR LUTH CLUSTER)

Responsible for:

* Preparation of Site and load survey on Completely Self Protected (CSP) Transformers.
* Installation of CSP Transformers and accessories
* Carrying out of Load analysis on the Distribution Feeders.
* Ensuring compliance on site drawings for CSP Transformers and accessories.
* Coordinating site meeting/ community awareness with end users and consultants.
* Identification and Selection of vendors.

**Protection Officer**

Power Holding Company of Nigeria. **2004 – 2006**

Protection, Control and Metering section, Shomolu Business District, Lagos

Responsible for:

* Installation and Testing of Power /Distribution Transformer.
* Installation and Testing of High/Low voltage Panels and accessories.
* Load surveys on medium, low voltage installation for customers.
* Maintenance of Ring mains unit and low voltage distributors Panels.
* Lightening Arrestor and Earthing installations with testing .

**SIWES**

National Electric Power Authority. **1999 – 2000**

P, C&M section, Shomolu Business District, Lagos

TRAINING AND CONFERENCES WITH DATES

On Request.

INTERESTS

Meeting people and Travelling.

BODIES

National institute of Marketing of Nigeria (NIMN) - Associate member

Association of Facility Management Practitioners, Nigeria (AFMPN) – Member

Chartered institution of Building Service Engineers –Member

The Nigeria FM initiative - Member

REFERENCES

On Request.