**ADEFIOYE OMOTAYO RIDWAN**

**House No 42, Gwari Village Mpape, FCT Abuja.**

**Email: adefioyeridwan97@gmail.com**

***Mobile No: 08135521042, 09016051635***

**OBJECTIVE:**

To work in a place where my quest for professionalism will be fully utilized, putting my core values (diligence, integrity, honesty, discipline, and responsibility) into practice, in achieving organizational goals and enhance self-development.

**PERSONAL DATA**

Gender: Male

Nationality: Nigerian

Marital status: Single

**SKILLS AND PROFICIENCIES**

* Good team player
* Critical thinking
* Good interpersonal skills
* Good communication skills
* Good organizational skills
* Proficient with Microsoft Office skills
* Good Leadership skills
* Reliable
* Self-motivated
* Team Building
* Problem Solving

**EDUCATION AND QUALIFICATIONS OBTAINED WITH DATES**

**Federal Polytechnic Bida, Niger State HND 2021**

 *(Mass Communication)*

**Federal Polytechnic Bida, Niger State OND 2016**

*(Mass Communication)*

**Standard Academy Secondary School, Mpape Abuja** **SSCE 2013**
*(Senior School leaving Certificate)*

**Muslim International School, Iwo Osun State** **JSCE 2010**
*(Junior School leaving Certificate)*

**Anointed Children Nursery & Primary School, Mpape, Abuja FSLC 2007**

*(First School Leaving Certificate)*

**WORK EXPERIENCE**

1. **ASO RADIO 93.5 FM 2014**

Position held: **Sub – Editor, News Room Department (SIWES)**

**RESPONSIBILITIES:**

* Assist the Editor on duty to prepare the news bulletin that will be aired at the appropriate time.
* Go on to cover new stories from different beats assigned by the Head of Newsroom.
* Makes sure articles are accurate, no grammatical errors and do not break libel or copyright laws
1. **AL AFRIKIY ISLAMIC TELEVISON 2016**

Position held: **Editor, Cinematographer, Reporter; Programme Department (Industrial Training)**

**RESPONSIBILITIES:**

* Worked as a Video Editor and a Cinematographer
* Worked as a reporter in some rare occasions where there are short of personnel
* Worked as a studio assistant when programmes are running live
1. **JAMDAT TELECOMMUNICATION & RENTALS SERVICE 2017**

Position held: **Store Manager & Sales Boy**

**RESPONSIBILITIES**

* Ensures the records of how socks goes out and come in the store is closely monitored and documented.
* Ensures the returned stocks by the customers are in good shape as it was issued out
1. **POPULAR PHOTO STUDIO 2021**

Position held: **Editor, Cinematographer,**

**RESPONSIBILITIES:**

* Worked as a Video Editor and a Cinematographer
* Doubled as an accountant, receiving money and keeping records of expenses.
1. **NEW ERA MODEL SECONDARY SCHOOL 2022**

Position held: **Teacher**

**RESPONSIBILITIES:**

* Taught different subjects including Government, Civic Education, & Islamic Studies
* Served as a disciplinary master in the school.
* Also worked as the personnel in charge of Corp Members affairs

**6. OGUN STATE WASTE MANAGEMENT AUTHORITY (OGWAMA) 2023**

Position held: **Assistant Office Assistant to the Director of Operations (NYSC)**

**RESPONSIBILITIES:**

* Typing all necessary documents
* Receiving and sending out files, keeping record of the files that goes in and out of the department
* Delivering letters to the office of the Honorable Commissioner of Environment on rare occasion

**OTHER INSTITITIONS WORKED WITH:**

1. Workedas an “Editor in Chief” of a prestigious magazine production “Bida Times” in Federal Polytechnic Bida.
2. Worked as an “Assistant Presiding Officer” for the Nigerian 2023 General Elections, Governorship & House of Assemblies Elections in Abeokuta South Local Government, Ogun State.

**HOBBIES**

Surfing the internet,

Travelling,

Dancing,

Reading.

**REFEREES:**

To be provided on request.