

OLASUPO FAITH OLUWATIMILEYIN
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SUMMARY

- Astute Leadership capacity in a multivariate environment
- A self-starter, able to work under my own initiative and a completer/finisher
- Excels at teaching and impacting others with knowledge in multiple fields of interest
- Experienced with public speaking and presentation.

EXPERIENCE

2016

SALES REPRESENTATIVE, MARVEL JOHN ENTERPRISE -MOWE, OGUN STATE

- Prepared opening and closing inventory records on a daily, weekly and monthly basis
- Supervised the delivery of goods worth millions of naira
- Handled cash from sales of inventory
- Prepared financial records of revenue generated from sales of goods

2017

SECRETARY, AVOZAZA ARCHITECTURE OFFICE -PANSHEKE, ABEOKUTA, OGUN STATE

- Prepared daily and weekly schedule of the manager
- Ensure smooth running of the office operations
- Maintained office space and welcome business clients to the office

09/2020 – 07/2023

ECONOMICS & HOME ECONOMICS TEACHER, LICIA CROWN OF GLORY SCHOOL -MOWE, OGUN STATE

- Teach secondary school students various subjects; Economics, CRS, Social Studies, Cultural and Creative arts
- Perform administrative duty as chairwoman of the examination committee
- Counsel students on possible career path and future endeavor
- Conduct assembly and supervise various school activities

EDUCATION

BSC. ECONOMICS, NATIONAL OPEN UNIVERSITY OF NIGERIA

Final year of study

SKILLS

- Analytical
- Graphic Designer
- UI/UX Designer
- Animation Video Editor
- Excel
- Microsoft word
- Good communication skill
- Teaching
- Data Entry
- Public Speaking
- Leadership
- Power Point
- Interpersonal relationship

VOLUNTEER EXPERIENCE

01/2020-PRESENT

BIBLE STUDY TEACHER, MFM MINISTRIES.

- Teach 100+ persons bible lessons on different topics
- Organize and lead different study meetings

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Public speaking functions at mid-week programs