

Funke Ogunniya

Address: 2793 Dahlonaga Trl, Austell, GA 30106

Email: funkeogunniya@gmail.com

Tel: +1 (413) 263 6192

Passionate, results-driven graduate with 4 years of cross-cultural experience seeking a client-facing position. Offers an international perspective, knowledge of various software programs and data management systems, and is skilled in project management. Possesses advanced communication, interpersonal and analytical skills with the ability to identify issues, synthesize conclusions into recommendations, and implement action plans.

Education

Emory University - August 2020

BA in Public Health

Minor in Global Health and Communications

Work Experience

Client Development Executive: January 2021 – Present

Northstar Recycling Company | East Longmeadow, MA

- Managed recycling programs for 78 manufacturing facilities throughout the United States and Canada
- Designed and implemented creative solutions to increase landfill diversion while reducing client costs ensuring corporate and government compliance
- Conducted over 35 on-site waste audits and plant walk-throughs with a variety of stakeholders
- Coordinated the roll-out of a 34-site recycling and waste program (with minimal supervision) for a consumer packaged goods company

Donor Retention Representative: August 2020 – December 2020

Oxfam | Boston, MA

- Served as a project expert Oxfam's mission, campaigns and projects to clients in a virtual call center
- Re-established relationships with previous supporters to encourage a donation
- Managed donor concerns and requests using a CRM tool

Clinical Data and Compliance Assistant: April 2020 – December 2020

Independent Clinical Services | London, United Kingdom

- Enhanced communication between Service Delivery Leads by implementing a secure and efficient mode of communication within the groups
- Consolidated confidential medical information including number of patients, services rendered and prognostic assessments
- Optimized service delivery reports for various National Health Service (NHS) clinical dashboards

Administrative Assistant: September 2018 – July 2019

Emory University Dining Office | Atlanta, GA

- Increased student participation through regular communication on social media platforms, Microsoft Excel, and Google Forms
- Advised clients on suitable dining plans, managed databases and completed other clerical tasks
- Designed surveys that boosted sales at the weekly farmers market by an average of 28% after sourcing new vendors
- Improved office services to meet the needs of students by conveying 3000+ students' feedback and concerns to the senior management team

Event Coordinator: August 2018 – November 2018

Emory University Office of Sustainability Initiatives | Atlanta, GA

- Designed interactive educational materials to teach attendees about the importance of healthy sustainable food practices
- Recruited vendors and relevant organizations for the Annual Sustainable Food Fair
- Delegated tasks and responsibilities to a team to market and promote the event
- Developed post-event surveys assessing participants food sustainability literacy and overall satisfaction to make recommendations for the next year

Lead Health Educator: August 2017 – December 2017

Emory University | Atlanta, GA

- Recruited Peer Health Partners and trained them to encourage students to set their future health goals
- Educated first-year students by translating foundational health knowledge in a discussion-based class
- Motivated in-class participation using PowerPoint, Excel, G Suite, and other active learning strategies

Clinical Aide: May 2017 – August 2017

Reddington Multi-Specialist Hospital - Breast & Gynecology Center | Lagos, Nigeria

- Developed new multimedia teaching materials for the weekly antenatal sessions that increased attendance by 38%
- Strengthened the Vesico-Vaginal Fistula Prevention Program by proposing the inclusion of midwives in their physician training sessions
- Spearheaded a community outreach initiative by fundraising over \$4000 for sustainable sanitary solutions for women and young girls in rural northern Nigeria
- Performed point of care procedures including taking vitals, performing urinalyses and updating charts accordingly

Volunteer: August 2016 – December 2016

Eco Slum Clinic | Faridabad, India

- Pioneered a program to educate adolescent girls and young women about the importance of women's sexual and reproductive health
- Assisted in a pathology lab performing urinalyses and blood typing

Public Health Intern: January 2016 – August 2016

New York City Department of Health and Mental Hygiene – Epidemiology Division | New York City, NY

- Analyzed data for Dr. Phillip Blanc's research evaluating knowledge, attitudes, and beliefs concerning physical activity in children with asthma in East/Central Harlem
- Presented a final summer research project to a team of directors on culturally concordant cooking practices and childhood nutrition and obesity
- Designed surveys, obtained informed consent, and managed databases for two large public health programs

Marketing Analyst Intern: January 2016 – August 2016

Eli Zabar | New York City, NY

- Devised a social media initiative that increased user generated content, online following and engagement by a cumulative 47%
- Designed and implemented seasonal displays for each of the five Eli's Manhattan locations
- Used SQL and data visualizations to improve the current marketing strategies.

Skill Highlights

French & Yoruba Proficiency · Customer Relationship Management · Process Flow Development · Database Coordination · Problem Solving · Leadership · Presentation · Client Education & Support · Microsoft Office, Google Suite & Adobe · Trello · Resource Management · Budgeting · Service Delivery · Cultural Awareness & Sensitivity · Project Management · Program Design & Evaluation · Statistical Skills: SAS, R & Tableau ·