

Osifuwa Oluwaseun Toluwalase

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SUMMARY

Independent and self-motivated freelance writer with tested and proven writing skills and knowledge of AI writing and basic SEO. A skilled team player who also works independently to handle assignments. I am always ready to go beyond primary assignments. A quick learner with good computer abilities.

EDUCATION

- **Lead City University, Ibadan** Sept 2021 - present
Mass Communication and Media Tech
Media Management| Content Writing | Media Delivery Planning | Communications
- **Adecom College of Business and Management, Ibadan** Sept 2018 -
Sept 2020
Ordinary National Diploma in Mass Communication and Journalism
Media | Communications | Journalism | Radio and TV Interviews

CERTIFICATIONS

- **Professional Virtual Assistant - ALX** August 2022
- **Fundamentals of Digital Marketing - Google Digital Garage** February 2023

EXPERIENCES

VOWEN Africa, Ibadan Nov 2022 - March
Community Manager
2023

- Represented the organization at physical and online meetings
- Designed and implemented policies to improve interactions and community satisfaction.
- Developed and managed a robust calendar of events to foster unique and inclusive community culture.
- Initiated and managed collaborations with other NGOs.
- Activated and managed the interaction of the NGO with government representatives.

Motivation and Love May 2017 -
Content Writer
Till Date

- Authored quality content in a variety of engaging formats.
- Composed appropriate voice tones and diction to compose engaging content for audiences of various ages.
- Maintained an updated understanding of the writing industry and genre trends to strengthen writing

success and marketability.

- Worked efficiently to meet the established deadlines while producing high-quality content.

Golforbes Magazine

Web Content Developer/Writer

Jun 2021 – Mar 2022

- Integrated SEO and search ranking optimization strategies into designed and authored content.
- Uploaded content via WordPress and other cloud-based content management systems.
- Integrated multimedia content such as video, animated images, and audio recordings.
- Worked efficiently to meet the established deadlines while producing high-quality work.

VOLUNTEERING EXPERIENCE

Redeemed Christian Church of God

Jun 2017 – Present

- Coordinate and supervise a team of choristers in the church
- Manage and teach bible study at the Sunday school.
- Coordinate and manage the contents writing for the Sunday school.

HIGHLIGHT OF SKILLS

- Organizational skills
- Communication skills
- Critical thinking skills
- Proficient Internet Usage
- Excellent Writing skills
- Outstanding team player
- Outstanding Coordinator
- Creative thinker

AFFILIATIONS

Fellow

The ROOM (Africa Leadership X – ALX)

HARD SKILLS

Proficient in Microsoft Word, PowerPoint, WordPress, Slack, AI writing, Discord, Google Workspace