

# ADEBAYO Jumoke Ayomide

*Olubadan Estate, Road C, No. 7, Ibadan, Oyo State.*

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## OBJECTIVES

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Invaluable team member in a professionally managed organization where excellence is tirelessly pursued and achieved in the creation of maximum possible values for the organization and all its stakeholders

Excel in program and organizational planning, with documented success, overcoming challenges of limited resources and financial constraints to design high-quality, cost-effective and comprehensive service offerings.

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## PERSONAL INFORMATION:

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□	Birth Date:	26 <sup>th</sup> May, 1980
□	State:	Akure State
□	LGA:	Akure South
□	Nationality:	Nigerian
□	Gender:	Female
□	Marital Status:	Single

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## WORK EXPERIENCE

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<b>National Youth Service Corps – Okpe Local Government Secretariat</b>	<b>2008 – 2009</b>
Duty: Treasury Department	
<b>Gas Centre, Akure, Ondo State - Industrial Attachment</b>	<b>2005-2006</b>
Duty: Head of Sales Reps.	
<b>Ganza Engineering - Dolphin Estate, Lagos State</b>	<b>2010-2011</b>
Duty: Admin Officer/Purchasing Officer	
<b>Playworks Int'l School – New Bodija Street, Oyo State</b>	<b>2011-2012</b>
Duty: Class Teacher- Play Group	
<b>Initiative for Integrated Community Welfare in Nigeria – Oyo State</b>	<b>2012-2013</b>
Duty: Admin Officer/Logistics Officer	
<b>Initiative for Integrated Community Welfare in Nigeria – Oyo State</b>	<b>2014- Till date</b>
Resource Mobilization/Purchasing Officer	

## **EDUCATION**

West Virginia University, USA <b>Certificate in International Programs</b>	2013-2014
National Youth Service Corps <b>Certificate of NYSC completion</b>	2009
Higher National Diploma (HND) <b>Banking and Finance</b>	2008
National Diploma (ND) <b>Banking and Finance</b>	2006
Senior Secondary School Leaving Certificate	2001

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## **TRAININGS AND WORKSHOP ATTENDED WITH DATE**

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Aids Prevention Initiative in Nigeria <b>Organizational Sustainability Workshop</b>	2016
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## **PROFICIENCY**

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- Microsoft Word
- Microsoft Powerpoint

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## **SKILLS**

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- Communication
- Counselling
- Word Processing
- Report Writing
- Group dynamics
- Strategic Planning
- Program Management

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## **LANGUAGES SPOKEN**

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- English and Yoruba (Fluent writing, reading and speaking)

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## **EXTRA CURRICULAR ACTIVITIES**

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- Reading, travelling, meeting and associating with people.

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**REFEREE**

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**MR AYODELE SUNDAY**

Lecturer, Banking & Finance

Rufus Giwa Polytechnic, Owo,

Ondo State.

08038246375

**DR EBUNLOMO M. WALKER**

Executive Director,

Initiative for Integrated Community Welfare in Nigeria,

8, Alfonso Road, Shasha/Ojoo, Ibadan.

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