**OLUFEMI OLUSEGUN MICHEAL** Phone: +2348026847263

No 70, Sholanke Street Akoka Lagos Email Address: olufemimicheal775@gmail.com

**PERSONAL DATA**

Date of birth - 3rd March 1991

Sex - Male

Place of Birth - Lagos

Nationality - Nigerian

State of Origin - Lagos

L.G.A - Shomolu

Marital Status Single

Current Address - No. 70, Sholanke Street, Akoka, Lagos

**INSTITUTIONS ATTENDED**

1. Citadel Nursery and Primary School, Bariga, Lagos State - 2002

2. Baptist Senior High School, Obanikoro, Lagos - 2002-2008

3. Yaba College of Technology - 2010-2016

**ACADEMIC QUALIFICATIONS AND CERTIFICATES**

1. First School Leaving Certificate - 2002

2. National Examination Council (NECO) - 2008

3. Professional certificate in Desktop Publishing - 2014

4. HND Upper division (Office Technology Management) - 2016

5. International Certificate on Health, Safety and Environment - 2017

6. Basic First Aid Certificate - 2017

7. Professional Certificate in Project Management - 2017

8. Professional Certificate in Customer Service and relationship management - 2017

9. Professional Certificate in Human Resources Management - 2017

10. National Youth Service Corps (NYSC) Certificate - 2017

**INDUSTRIAL TRAINING PROGRAM WITH GRADE ACQUIRED**

Center for International Private Enterprise, Lagos. Worked as a Front desk Officer. (Grade ‘A’ acquired after the Industrial Training Program defense).

**WORK EXPERIENCESWITH DATES**

1. Industrial Training (Center for International Private Enterprise, Lagos.) 2013
2. Sales representative at HAANO group of companies, Lagos. 2016
3. Staff at UAC foods Morocco Mr. Briggs Yaba Lagos. 2014
4. NYSC (Jafield International High School) . 2017
5. Facility Manager Jon-Ken Hospital LTD. 2018
6. Secretary Jon-ken Hospital LTD. 2019

**POST OF RESPOSPONSIBILITIES HELD**

1. Departmental President, Office Technology Management, YABATECH. 2015

2. President at Wiseken Computer Institute. 2014

**SUMMARY OF SKILLS**

- Computer literate

- Self motivated and Hardworking

- A good communicator.

- Ability to solve problems with little or no assistance.

- A fast and willing learner, flexible, with the capability of understanding and implementing modern techniques quickly.

- Ability to work under pressure or no supervision

**EXTRA ACADEMIC ACTIVITIES**

Reading, Listening to music and singing, Traveling and meeting new people.

**REFEREES:**

Available upon Request.