

# OLUWATOSIN ABEL ADERIBIGBE

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abeltosin@gmail.com | 07036897888 | Lagos, Nigeria

## OBJECTIVE

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Organized, dedicated and ambitious, professional with excellent attention to detail, and thirst for learning. Administrative personnel with experience demonstrated in the telecom sector, in sales and online media marketing, and building a long term career in human relationships for career growth. I am also a time conscious individual with keen interest in timely customer service delivery, an enterprising self-starter, keen on meeting goals and deadlines when working with a team or as an individual.

## EXPERIENCE

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May 2022-  
February  
2023

### **Teacher, Adonai Blessed College**

- I maintained proper service delivery.
- I ensured the ensure proper impactation of the students knowledge wise.

March  
2020-  
December  
2022

### **Customer Sales Representative, InfinityTopNow**

- Resolving customer requests with friendly, knowledgeable service and support on the phone, via calls or through online chats.
- Completing research on complex problems and resolving issues rapidly.
- Implementing customer feedback for service improvement.

April 2017  
–November  
2018

### **Sales Representative, Mummytee's Venture**

- I engaged in quick and timely sales activities.
- I kept to detail every daily sale transactions for proper documentation inorder to observe daily sale progress and weekly average sales for the success of the business.

## EDUCATION

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**Federal University of Agriculture Abeokuta,**  
2021: BSc Aquaculture and Fisheries Management

## KEY SKILLS

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|--------------------------------------|---------------------------|
| • Critical Thinking                  | • Problem Solving         |
| • Negotiation and Influencing Skills | • Data Management         |
| • Communication and Leadership       | • Relationship Management |

## PROFESSIONAL CERTIFICATION

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- FISON
- NYSC