

ABDULLAH ADAM BABATUNDE

18, Oguntola Street Off Baale Bus Stop, Meiran, Lagos.

Email: abdullahbas858@gmail.com

Phone: 08064979152.

Professional Summary:

To participate in a competitive innovative, and environment while establishing efficient client relationship, delivering tailored solutions to all facets of the client's money management needs to increase sales, client retention and customer base.

EDUCATION:

- April- 2020 : Google Fundamental Digital Marketing course.
- Sept. 2011- Oct 2012 Moshood Abiola Polytechnic - HND Mass Communication
- Aug. 2007 - Feb 2009 Moshood Abiola Polytechnic –ND Mass Communication
- Feb. 2000 – Aug 2006 Senior School Certificate (NECO) –Onipetesi High School, Iloro, Agege, Lagos.
- Jun. 1995- Jun. 2000 State Primary School, Iloro, Agege, Lagos.

WORK EXPERIENCE:

June 2016 till date : Nigerian Aviation Handling Company Plc (Ramp Assistant)

- Taking records of shipment goods.
- Loading/unloading and sorting goods and baggage.
- Assist in flight operation such as flight attendance.
- Monitor the arrival and departure of flight.

April 2016- June 2016: Go Media Ideal Limited (Public Relation Executive)

- Planning publicity strategies and campaigns.
- Writing and producing presentation and press release.
- Organizing and attending promotional events such as press conference, open days, exhibitions, tours and visits.
- Gathering, distributing and filling all media coverage generated for clients.
- Analyzing coverage and tracking emerging issues using digital tracking tools.

November 2015- March 2016 : MTN (Call Center Agent)

- Answer incoming calls and respond to customer's emails.
- Management and resolve customer complaints.
- Build customers loyalty by follow-up of customer calls.

April 2014- October 2015 : Access Bank Plc (Customer Relationship Officer)

- Monitored operations for correct accounting procedures, approving loan packages, and developing relationships with banking customers.
- Managed, monitored and coached client management personnel to consistently meet and exceed customer service standard and goals.
- Acted as a solution provider for customers by helping them to find the correct banking product for their particular need.
- Assisted in the development of retail product and credit card services.
- Document and update customer feedback to improve the customer experience.

Feb 2014: NYSC (Women Arabic Secondary School Giden Sarki Kazuare, Jigawa State.)

- Communicating with clients and customers about their experience with a product or service.
- Providing advice on purchasing products or service.
- Answering client or customer questions about properly using or accessing a product or service.
- Listening to customer or client complaints or customer and working to resolve their issues.

Dec- 2007- March 2008 : Daily Trust Newspaper Limited (Reporter)

- Reporting news based on fact, fair and objectivity.
- Providing in-depth analysis of news happening around the world.
- Covering investigation stories within and outside the country.

Mar 2012: Publications

COUNTRIBUTING EDITOR: Corporate Mirror Magazine, a Public Relation journal of the Department of Mass communication, Moshood Abiola Polytechnic, Abeokuta Ogun State.

COUNTRIBUTING EDITOR: An-Nur Magazine, an annual publication of the Muslim Students Society of Nigeria, Moshood Abiola Polytechnic Branch.

Oct- 2009: Seminars/Training

The Global Villages and ITPAN, Basic Broadcast Technologies and Techniques.

SKILLS:

- Proficiency in Microsoft office application (Word, Powerpoint, Excel, etc.)
- Good management and organization skills.
- Ability to meet and exceed target,(Goal Oriented).
- Flexible.
- Team player.

BIO DATA

Date of Birth: 7th of March, 1987

State of Origin: Kogi

L.G.A: Ankpa

Place of Birth: Lagos

Natinality: Nigerian

HOBBIES:

Meeting people.

Traveling.

Movies.

Playing basketball.

REFERENCES:

Mr. Taofeek Oyeniyi

Accountant

Daily Trust Newspaper Limited

(08093946815)

Mr. Tijani Nurudeen

Fixed Assets Accountant

HIS Towers Limited

(0805975269)