

ATINARO ABISOLA TOVIA

NO. 55 OLUSESI STREET IKOTUN EGBE, LAGOS STATE

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CAREER OBJECTIVE

A self-motivated and dedicated individual with strong communication and organizational skills. Able to work efficiently under pressure, deliver quality results, and contribute positively to organizational goals.

PERSONAL DATA

Date of Birth: 17th February, 2001

State of Origin: Ondo State

Local Government: Okitipupa

Sex: Female

Marital Status: Single

Nationality: Nigerian

Religion: Christianity

EDUCATION

- > OND, Business Administration – Lagos State Polytechnic (LASPOTECH)(2023)
- > Ikale High School, Ondo State – WAEC 2012 – (2018)
- > Full Stature International School, Okitipupa – FLSC (2006 – 2012)

WORK EXPERIENCE

- > Secretary — Milli Studio, Lagos State (2024 – 2025)
- > Handled administrative tasks and assisted in daily studio operations.
- > Managed client scheduling and communication.
- > Cashier — Globus Supermarket, Lagos State (2023 – 2024)
- > Managed cash register transactions and provided quality customer service.

- > Chef — Edi Hotels and Apartment, Ondo State (2022 – 2023)
- > Prepared meals and ensured kitchen hygiene standards.
- > Kitchen Assistant — Mobatko Hotel, Lagos State (2021 – 2022)
- > Supported meal preparation and maintained cleanliness.
- > Sales Attendant — Attainable Superstores, Lagos State (2019 – 2020)
- > Assisted customers, organized shelves, handled sales duties.
- > Sales Attendant — Jamis Superstores, Ondo State (2018 – 2019)
- > Provided customer support and processed purchases.

PERSONAL SKILLS

- > Excellent communication skills
- > Strong customer service abilities
- > Ability to work effectively with team members
- > Hardworking and disciplined
- > Good food preparation skills
- > Ability to work with little or no supervision

HOBBIES

Music, Dancing, Reading, Cooking

REFEREES

Mr. Adebayo Baiyere
Manager, Milli Studios
Tel: 08084752531

Mrs. Ogunbameru
Civil Servant
Tel: 07062192075