

PAUL OSHIOTSE AUDU

18B IMOLE STREET OFF MAIDAN ORILE, MILE 12 LAGOS STATE, NIGERIA.

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CAREER OBJECTIVE

Responsible and dedicated individual with over 8 years of experience. Passionate about policy-making for the local community. Aiming to provide a high standard of care and support to the elderly and disabled. Conversant with CRM TOOLS to track and interact and engage customers. To provide a safe, welcoming, nurturing, environment where the elderly and disabled are able to develop and grow at their own pace to maximize their potential emotionally, physically, intellectually, socially and spiritually.

KEY SKILLS

- Excellent communication skill
- Strong interpersonal relationship
- Care for the Elderly
- Observant
- Compassionate
- Strategic thinking and analytical
- Business development
- Strong work ethics
- Time management

PROFESSIONAL EXPERIENCES

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DE MOROLAYO HOSPITAL, ALAPERE, KETU, LAGOS STATE, NIGERIA.

10/2025 – Present

ADMIN MANAGER & FACILITY MANAGEMENT

Responsibilities:

Operations Management

Financial Management

Human Resources

Compliance and Regulation

Strategic Planning

Communication & Liaison

Patient Care Coordination

Resource and Facility Management

SOOYAH BISTRO LIMITED LANDMARK, VICTORIA ISLAND, LAGOS STATE, NIGERIA

08/2022 – 10/2025

SALES/ MARKETING

Responsibilities:

- Knowledgeable about the product .
- Creating awareness about the product .
- Identifying prospective customers, lead generation and conversion .
- Co-ordinating and recruiting capable people for out sales .
- Contacting new and existing customers to discuss needs .
- Emphasizing the features of products to highlight how we solve customer problems .
- Answering questions about the products .
- Collaborating with colleagues in many different sectors.
- Ensuring the financial growth of the company.

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JML OIL OMOLE PHASE 1, LAGOS STATE, NIGERIA.

06/2022 - 10/2022

DIRECT SALES SPECIALIST (HYBRID &ONSITE)

Responsibilities:

- Assisted management in identifying viable marketing and pricing strategies.
- Demonstrated product features to customers.
- Assisted in the development and execution of sales and marketing plans.
- Contacted leads and setting up appointments to present company products.
- Completed order forms and submitting them for processing.

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THE ADVERT PLACE NETWORK LTD, LAGOS STATE, NIGERIA.

09/2019 - 04/2022

EXECUTIVE SALES SPECIALST

Responsibilities:

Set sales goals and developed sales strategies.

Researched prospects and generating leads.

Contacted potential and existing customers on the phone, by email, and in person.

Handled customer questions, inquiries, and complaints.

Prepared and sending quotes and proposals.

Managed the sales process through specific software programs.

Built and maintained a CRM database.

Met daily, weekly, and monthly sales targets.

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○ CUSTODIAN INVESTMENT PLC, YABA, LAGOS STATE, NIGERIA.

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○ 08/2019 - 09/2019

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○ MARKETER & SALES INTERN

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• EDUCATIONAL QUALIFICATIONS

• CALEB UNIVERSITY, LAGOS STATE, NIGERIA

BACHELOR OF ART IN POLITICAL SCIENCE (2015)

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MARIGOLD COLLEGE, LAGOS STATE, NIGERIA

2011 WEST AFRICAN SENIOR SCHOOL CERTIFICATE EXAMINATION (WASSCE)

ADDITIONAL CERTIFICATIONS

- ELDERLY CARE AND CARING FOR THE DISABLED (2022) HEALTH AND SAFETY
- FOR CAREGIVING (2022)

REFERENCE

- - "AVAILABLE UPON REQUEST"