

ODUNAYO ABIODUN

Business Administration Graduate

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PROFILE SUMMARY

Motivated and dependable Business Administration graduate with experience in sales and classroom teaching. Demonstrates strong communication, interpersonal, organizational, and problem-solving abilities, with the capacity to work effectively both independently and as part of a team. Adaptable, responsible, and committed to maintaining high standards of professionalism, integrity, and productivity.

WORK EXPERIENCE

Sales Representative

2022-2023

FlyDeep Consultation

- Assisted customers with product and service enquiries while maintaining professional customer relationships.
- Promoted available products and services and supported sales activities.
- Communicated effectively with customers to understand their needs and provide appropriate assistance.
- Supported daily sales operations and contributed to business objectives.

Mathematics Tutor

2023-2024

Faith Link Schools

- Delivered mathematics lessons in a clear, structured, and engaging manner.
- Prepared students for classroom assessments and supported their academic development.
- Explained mathematical concepts using practical and easy-to-understand approaches.
- Monitored student progress and maintained a positive, organized classroom environment.

EDUCATION

Higher National Diploma (HND), *Business Administration*

2024-2026

Abraham Adesanya Polytechnic, Ogun State.

National Diploma (ND), *Business Administration*

2020-2022

Abraham Adesanya Polytechnic, Ogun State.

CGPA: 3.56/4.00

CORE TECHNICAL SKILLS

- Communication & interpersonal skills
- Sales support
- Ability to work with minimal supervision
- Problem-solving & adaptability
- Classroom management
- Ability to work effectively under pressure
- Customer service & relationship management
- Teamwork & collaboration
- Time management & organization
- Integrity & transparency
- Attention to detail