OLUWATOSIN ELIJAH ADEDEJI

Retail Operations & Inventory Management Professional
Ibadan, Oyo State, Nigeria | +234 807 737 9494 | adedejitosin1994@gmail.com

PROFESSIONAL SUMMARY

Results-driven Retail Operations and Inventory Management professional with over five years of experience in retail supervision, inventory control, warehouse operations, stock reconciliation and internal audit. Proven ability to lead teams, strengthen internal controls, and improve operational processes while maintaining inventory accuracy and excellent customer service. As Supervisor at WSB Supermart, introduced an invoice-based stock verification process that strengthened inventory accountability across the team.

SKILLS

Retail Operations • Inventory Management • Stock Control & Reconciliation • Warehouse Operations • Internal Audit • Loss Prevention • Team Leadership • Process Improvement • Customer Service • Inventory Management Systems (StoreAPP) • Microsoft Office Suite

PROFESSIONAL EXPERIENCE

Inventory Officer | Sunrise Supermarket (Warehouse) *Oct 2026 – Present*

- Manage warehouse inventory records and ensure stock accuracy across receiving, storage and dispatch.
- Receive and verify incoming goods against supplier invoices and report discrepancies.
- Coordinate stock replenishment and transfers between the warehouse and the supermarket floor.
- Carry out regular stock counts and reconciliations to support loss prevention.

Supervisor | WSB Supermart *Dec 2025 – Jul 2026*

- Supervised a team of 12 staff to ensure efficient daily retail operations.
- Coordinated store opening activities, staff supervision and operational readiness.
- Monitored inventory levels and communicated replenishment requests to the warehouse.
- Verified stock transfers and supported inventory accuracy through regular stock counts.
- Resolved customer complaints while maintaining high service standards.
- Introduced an invoice-based stock verification process that strengthened inventory accountability.
- Developed a discrepancy reporting process to improve reconciliation of supplier shortages and damaged goods.

Cashier | Gasland Nigeria Limited *Aug 2023 – Aug 2025*

- Managed daily cash and electronic payment transactions accurately.
- Prepared daily reconciliation reports for audit purposes.
- Maintained compliance with company cash-handling procedures.

Inventory Officer / Assistant Supervisor | Finrel Pharmacy & Supermarket *Sep 2021 – Jul 2023*

- Managed inventory transfers between warehouse and retail outlets.
- Coordinated stock receiving, storage and replenishment activities.
- Supported loss prevention initiatives and inventory accuracy.
- Supervised retail staff and ensured smooth day-to-day store operations.

Internal Auditor / Storekeeper | Esporta Hotels & Suites, Lagos *Feb 2020 – Jan 2021*

- Conducted inventory verification and internal control checks.
- Maintained accurate stock records and supported audit activities.

EDUCATION

Higher National Diploma (HND), Banking & Finance — Federal Polytechnic, Ede, Osun State | 2018

Ordinary National Diploma (OND), Banking & Finance — Federal Polytechnic, Ede, Osun State | 2015

CERTIFICATION

National Youth Service Corps (NYSC) — 2019

LEADERSHIP

Youth President, C.A.C. Oke Itura Akede Igbala, Ibadan, Oyo State (2019 – Present)

ADDITIONAL INFORMATION

Languages: English, Yoruba

Interests: Singing, Podcasts, Watching Football