

# ADEKUNLE HASSAN AFOLABI

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## PROFESSIONAL SUMMARY

A hardworking, responsible, and adaptable Office Technology and Management graduate with practical experience in teaching, customer service, fuel station operations, tailoring, and fashion styling. Possesses good communication and interpersonal skills, with the ability to work effectively with people of different backgrounds. Fluent in English and Yoruba, with a strong willingness to learn, develop new skills, and contribute positively to an organisation.

## EDUCATION

### Yaba College of Technology, Lagos

Ordinary National Diploma (OND), Office Technology and Management — Completed 2025

### Secondary School

Secondary School Certificate — Completed 2013/2014

### Primary School

Primary School Certificate — Completed 2006

## WORK EXPERIENCE

### Teacher | 2015 – 2017

- Taught and assisted students with their academic work.
- Communicated lessons and instructions clearly.
- Maintained a positive and respectful classroom environment.
- Assisted students with learning activities and assignments.
- Developed good communication, patience, and people-management skills.

### Fuel Attendant | 2017 – 2019

- Attended to customers professionally and courteously.
- Handled fuel dispensing and basic transaction-related duties.
- Maintained accuracy when handling payments.
- Kept the work area clean and organised.
- Worked effectively under pressure and during busy periods.

### Tailoring Stylist / Fashion Designer | 2019 – 2022

- Designed and styled clothing according to customers' preferences.
- Communicated with customers to understand their needs and requirements.
- Managed customer orders and ensured timely completion.
- Maintained attention to detail and quality.
- Developed strong customer service, creativity, and problem-solving skills.

## SKILLS

Good verbal and written communication • Customer service • Administrative support • Time management • Organisation and record keeping • Teamwork and interpersonal skills • Ability to learn quickly • Problem-solving • Attention to detail • Basic office administration • Fashion designing and styling • Ability to work under pressure

## LANGUAGES

English – Fluent | Yoruba – Fluent

## PERSONAL ATTRIBUTES

Hardworking and reliable • Friendly and approachable • Responsible and trustworthy • Willing to learn • Adaptable and organised • Able to work independently and as part of a team

## REFERENCES

Available upon request.