AGBABIAKA QUAM OLANIYI

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PROFESSIONAL PROFILE

A hardworking, organized, and motivated Business Administration and Management graduate who has recently completed a Higher National Diploma (HND). Possesses strong communication, interpersonal, organizational, and customer service skills, with experience in production operations, laundry management, and POS transactions. Able to work independently and collaboratively, manage daily responsibilities, and maintain a high standard of service. Adaptable, responsible, and eager to learn while contributing positively to organizational goals.

EDUCATIONAL QUALIFICATIONS

Higher National Diploma (HND) in Business Administration and Management

Kwara State Polytechnic, Ilorin, Kwara State | 2024–2026 (Completed)

National Diploma (ND) in Business Administration and Management

Kwara State Polytechnic, Ilorin, Kwara State | 2020–2022

West African Senior School Certificate Examination (WASSCE)

De-Unitheo Group of Schools, Ifo, Ogun State | 2018

WORK EXPERIENCE

POS Attendant *2025*

Adorable Babies Choice, Elepe Royal Estate, Aga, Ikorodu, Lagos State

- Processed POS transactions and assisted customers with payments.
- Maintained accurate records of daily transactions.
- Provided friendly and professional customer service.
- Assisted with sales and general shop operations.
- Demonstrated honesty, responsibility, and attention to detail when handling transactions.

Laundry Manager *December 2023–June 2025*

First Ambition Laundry and Dry Cleaning Service, Ilorin, Kwara State

- Managed the daily operations of the laundry business independently.
- Received, recorded, and organized customer orders.
- Ensured customers' clothes and other items were properly cleaned and handled with care.
- Monitored order completion and ensured timely delivery to customers.
- Maintained cleanliness and organization of the workplace.
- Attended to customers professionally and worked to ensure customer satisfaction.
- Managed daily responsibilities and business operations effectively.

Production Staff *2019–2022*

Vasser Table Water, Elepe Royal Estate, Aga, Ikorodu, Lagos State

- Assisted with daily production activities.
- Supported the smooth running of production operations.
- Worked collaboratively with other staff members to meet production requirements.
- Maintained cleanliness and proper organization within the work environment.
- Performed assigned duties responsibly and with minimal supervision.

PERSONAL SKILLS

- Basic computer literacy
- Basic POS operation and transaction handling
- Good communication and interpersonal skills
- Customer service and relationship management
- Teamwork and collaboration
- Problem-solving abilities
- Good organizational and planning skills

- Leadership and responsibility
- Ability to work with minimal supervision
- Quick learning and adaptability
- Honesty, reliability, and a strong work ethic

QUALIFICATIONS AND ACHIEVEMENTS

- Higher National Diploma (HND) in Business Administration and Management — completed 2026
- National Diploma (ND) in Business Administration and Management
- West African Senior School Certificate Examination (WASSCE)

HOBBIES AND INTERESTS

Cooking, sports, organizing and planning.

REFEREES

Mrs. Ann Ojuolape

Adorable Babies Choice, Elepe Royal Estate, Aga, Ikorodu, Lagos State
Phone: 08142509001

Mrs. Taiwo Aragbada

Vasser Table Water, Elepe Royal Estate, Aga, Ikorodu, Lagos State
Phone: 08024453531