

AYUBA DABO SAKABA

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OBJECTIVE

Seeking an opportunity to join a forward-thinking organization that requires excellence in Marketing customer service and engagement as a team member in order to make impact on the organization's objectives.

EXPERIENCE

Genesis Whole Foods Ltd | Associate Partner Sept 2022- Active

- Tasking with identifying new business opportunities and partnership.
- Ensuring and keep track of key performance indicator for making business decision.
- Keeping records of machine usage, diesel and fuel usage. (weekly & Monthly).

Outsource Global Resources Ltd | Customer Care Agent Feb 2020- Dec 2020

- Worked with customers solving their problems, developing ongoing solutions, and providing exceptional customer service
- Keep records of customer interactions and transactions, recording details of inquiries, complaints, and comments, as well as actions taken.
- Responsible for pricing/quoting customers, answering phone inquiries, processing orders, and expediting deliveries along with troubleshooting account.

Noble Hall Leadership Academy | Business Development Executive Jan 2018- Dec 2018

- Closes new business deals by coordinating requirements; developing and negotiating contracts, integrating contract requirements with business operations.
- Planned marketing initiatives and leveraged referral network to promote business development.
- Performed cold calls to prospective clients and set appointments.

Saxad Global Resources Ltd | Administrative Secretary Feb 2016- Oct 2018

- Performed administrative duties such as answering multi-line telephones and running errands in addition to typing, mailing, filing, faxing, and distributing correspondence
- Greeted incoming visitors and customers professionally and provided friendly, knowledgeable assistance
- Interacted daily with clients and the general public to impart knowledge of services and products offered through the program.

EDUCATION

University of Ilorin Apr 2008- Mar 2013

Educational Technology

PROFESSIONAL CERTIFICATION AND SKILLS

- National Youth Service Corps
- Digital Marketing

SKILLS

- Microsoft Office (Excel, Word, PowerPoint), CRM, and Google Collaborative tools
- Business development
- Market Research and Brand Exposure Ability
- Data Entry, Research and Strategic Planning