

VICTORIA OLUWASEUN BAMIGBELE

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PROFESSIONAL SUMMARY

Motivated and resourceful graduate of Agricultural Science and Education from the University of Ilorin. Possesses strong technical, analytical, and interpersonal skills developed through teaching, marketing, administrative support, and volunteering. Passionate about contributing to organizational growth through teamwork, innovation, and a commitment to integrity and excellence.

EDUCATION

University of Ilorin, Ilorin, Nigeria — B.Sc (Ed.) Agricultural Science and Education (2019–2024)

ECWA Secondary School, Ilorin, Kwara State, Nigeria — West African Senior School Certificate (WAEC), May 2018

WORK EXPERIENCE

Valiant Women of Valour Foundation — General Secretary / Virtual Assistant (January 2022–October 2025)

- Provided administrative, technical, and creative support.
- Manages calendar, graphics design, and social media presence.
- Managed social media for Valiant Women of Valour, Praise House Global (Dora Sings on TikTok) (2021–2025), and other initiatives.

Good Foundation College, Ilorin — Class/Subject Teacher (August 2020–2023)

- Taught and managed multiple classes across academic levels.
- Collaborated with administration to plan and execute school programs.
- Monitored academic performance and promoted a culture of excellence.

Dido Milk & Sanitary Pad Company — Marketing Representative (Jan 2020–Jun 2020)

- Promoted products online and in-person, managed small sales team.
- Ensured customer satisfaction through consistent communication.

Clothing & Textile Company, Tanke, Ilorin — Secretary (May 2019–Sep 2019)

- Served as first point of contact and managed confidential schedules.

VOLUNTEER EXPERIENCE

Regal Events — Event Coordinator / Usher (Aug 2022–Dec 2024)

- Assisted with logistics, guest ushering, and program flow management.

NYSC Community Development Program (CDS) — General Secretary, My NYSC Initiative (Jan 2025–Dec 2025)

- Writes official reports, manages email correspondence, and handles project documentation.
- Oversees project management tasks and coordinates with administrative executives.
- Prepares minutes of meetings and ensures smooth scheduling of NYSC activities.

Poilo Vaccination - Supervisor as WHO team as a Corp member Alimosho LG (November 7th - 11th)

- Monitor how the Poilo teams are giving out the oral polio at each location to the children (1_5years)

- _Communicate with people on the importance of the oral polio vaccine
- _ Write official report on each Location we worked
- _ Coordinate, Support and organized the team members on each day of the Activities

NYSC Webinar Program — Moderator, 'Life After NYSC' (Oct 2025)

- Facilitated discussions, managed audience engagement during webinar.

SKILLS

Core Competencies || Effective Communication || Leadership & Team Collaboration || Critical Thinking & Problem Solving || Customer Relationship Management || Organizational Support & Coordination || Researching & Report Writing || Administrative & Creative Tasks || Event Planning & Moderation

DIGITAL TOOLS

Digital & Technical Skills || Social Media Management|| Data Entry & Analysis || Content Creation & Copywriting || Project Management || Email & Calendar Management || Graphics Design (Canva, CapCut) || Microsoft Office Suite (Word, Excel, PowerPoint, Outlook) || Google Workspace (Docs, Sheets, Calendar)

LANGUAGES

English – Bilingual Proficiency | Yoruba – Native Proficiency

CERTIFICATIONS

Customer Experience (CX) for Business Success | HP LIFE – HP Foundation | Completed: May 4, 2025

Basic Financial Education | Kudimata | Certification No: FBEE1AD6F5 | Awarded: June 27, 2025

Social Media Marketing with AI | SoloLearn | Certificate No: CC VALUOTHV | Issued: October 23, 2025

Data Analysis with AI | SoloLearn | Certificate No: CC-WCQ6G2YH | Issued: October 23, 2025

Basics of Incident Investigation & Emergency Planning | Cambridge International Qualifications, UK | UniAthena | Completed: October 17, 2025

Basics in Human Resource Management | Cambridge International Qualifications, UK | UniAthena | Completed: October 27, 2025

INTERESTS

Business Development | Attending Seminars & Trainings | Creative Arts & Music | Meeting People | Learning New Skills