

OLAJIDE GBOKOYI

Facility and maintenance
officer

DETAILS

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 +23408133303952

 Eti osa , Nigeria

SKILLS

- Facility operations
- Maintenance planning
- Vendor management
- Budget control

EXPERIENCE

08/2018 — 05/2020

BAS Furniture

, Western avenue surulere

- Oversaw daily operations within the furniture manufacturing departmentCoordinated workflows between design, production, and assembly teamsHelped maintain safe and high-quality operations at every stageManaged inventory and organized procurement of raw materialsEnsured compliance with safety and quality standards throughout processes

10/2021 — 04/2023

Zara court

Zara court ikota, Ikota villa

- Managing vital infrastructure including electricity, plumbing, elevators, and heating, ventilation, and air conditioning (HVAC).Coordinated and Outsourced external contractors for highly specialized tasks like IT system upgrades, deep cleaning, or major structural repairs
- Scheduling routine inspections to prevent asset failures (like changing HVAC filters) and performing immediate repairs on malfunctioning equipment.

10/2024 — Current

Facility Manager& maintenance

African pots restaurant , 1 familoni street eti osa

- Oversaw safety inspections and compliance with regulationsMonitored HVAC, electrical, and plumbing systems for functionalityScheduled and tracked repairs using maintenance management softwareHandled routine building maintenance and minor repairsNegotiated service contracts to optimize cost and quality

12/2017

Logistics manager

Uzoma Nnandi , 26 mba street alaka estate

- Oversaw end-to-end supply chain operations to ensure on-time deliveriesManaged relationships with carriers, vendors, and suppliers for seamless logisticsDeveloped logistics strategies to optimize transportation and warehouse efficiencyResolved shipping issues and coordinated with internal teams for smooth workflows

EDUCATION

2020

Nd in Business Administration

Yaba college of technology , Yaba Lagos