

DAMILOLA DESALU

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PROFESSIONAL SUMMARY

Pharmacology graduate (2:1, LASU) with hands-on experience in regulatory compliance, community health outreach, and administrative operations. Trained by NAFDAC in pharmacovigilance, documentation, and regulatory standards. Advancing skills in Data Analytics, Project Management, and Global Health. Seeking a graduate trainee or entry-level role in pharmaceutical/healthcare administration, regulatory affairs, or health data analysis where I can contribute immediately and grow with a forward-thinking organisation.

WORK EXPERIENCE

Intern — Pharmacovigilance & Regulatory Compliance

2024

NAFDAC, Yaba, Lagos

- Applied pharmacovigilance protocols to monitor and document adverse drug reactions in line with NAFDAC regulatory standards
- Reviewed and processed compliance documentation in accordance with regulatory guidelines, contributing to accurate reporting workflows
- Observed and participated in laboratory safety procedures and quality assurance practices
- Gained firsthand exposure to Nigeria's drug regulatory environment, including documentation frameworks and reporting hierarchies

Administrative Assistant

Nov 2024 – Jul 2025

RCCG Mount of His Sufficiency, Lagos

- Managed scheduling, record-keeping, and resource coordination for a congregation of 70 members, ensuring operational continuity
- Oversaw media and communications for weekly and special programs, coordinating independently with minimal supervision
- Supported leadership in policy communication and organisational planning, streamlining administrative processes

Private Tutor

2022 – Present

Self-Employed, Lagos

- Teach Mathematics, Basic Science and Biology to secondary school students, creating structured lesson plans aligned with curriculum
- Improved student performance and academic confidence through personalised instruction and regular progress assessments
- Conduct online sessions via digital platforms including Zoom, delivering structured curriculum to remote learners

Volunteer — Community Health & Protocol

2015 – Present

Red Cross | LSPHCB Immunization Programmes | Lagos IBILE Word Battle

- Supported public health programmes including Lagos State Primary Healthcare Board (LSPHCB) immunization campaigns, engaging directly with diverse community groups
- Served as protocol team member for Lagos State IBILE Word Battle, coordinating event flow and managing guest logistics
- Participated actively in university symposium committee over three years, contributing to planning, communication and event execution

Business Manager — Family & Personal Ventures

Jul 2022 – Nov 2024

Self-Employed, Lagos

- Oversaw budgeting, stock management, and customer relations for small-scale ventures, ensuring efficiency and accountability
- Demonstrated entrepreneurship, adaptability, and problem-solving while sustaining multiple ventures alongside full-time academics

SKILLS

- **Regulatory & Compliance:** Pharmacovigilance, documentation, NAFDAC regulatory frameworks, adverse drug reaction reporting
- **Project & Programme Management:** Project planning, scheduling, stakeholder coordination, risk management (Alison Diploma — In Progress)
- **Administrative & Operations:** Record management, scheduling, resource coordination, event logistics
- **Data & Technology:** Microsoft Excel, Word, PowerPoint; Data Analytics (UniAthena Diploma); Cloud Analytics (In Progress)
- **Health & Safety:** HSE Training (UniAthena); laboratory safety standards
- **Soft Skills:** Stakeholder communication, team coordination, public outreach, relationship management

EDUCATION

Bachelor of Science (B.Sc.) in Pharmacology Graduated 2024
Lagos State University (LASU), Lagos, Nigeria
Second Class Honours — Upper Division (2:1)

National Youth Service Corps (NYSC) 2025 – 2026 (Discharged May 2026)

CERTIFICATIONS & TRAINING

- Diploma in Project Management — Alison (In Progress)
- Global Health — Coursera (In Progress)
- Diploma in Data Analytics — UniAthena
- Health, Safety & Environment (HSE) Training — UniAthena
- Microsoft Office Tools — Word, Excel, PowerPoint
- NAFDAC Internship Training — Pharmacovigilance & Reporting, Documentation & Compliance, Laboratory Procedures & Safety Standards (2024)

LEADERSHIP & ACHIEVEMENTS

- **Senate Representative — LASUPSA:** Contributed to student governance and policy discussions as representative of the Pharmacology Student Parliamentary Association, Lagos State University
- **Symposium Committee Leadership:** Served as Member, Assistant Head, and Head over three consecutive administrations, coordinating academic and professional events
- **Administrative Leadership:** Managed operations, finances, and media as Administrative Assistant at RCCG Mount of His Sufficiency

INTERESTS

Healthcare management & policy · Regulatory affairs · Data analysis · Project management · Entrepreneurship · Community health outreach