

Fatia Oladipupo

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PROFESSIONAL SUMMARY

Motivated and customer-focused professional with experience in telesales, customer service, POS operations, and computer operations. Skilled in outbound sales, lead follow-up, customer communication, CRM record management, and achieving sales targets. Seeking a full-time opportunity in Lagos where I can contribute to business growth while developing professionally.

CORE SKILLS

Telemarketing & Telesales • Customer Service • Sales & Lead Conversion • Communication • CRM & Customer Database Management • Cashiering/POS Operations • Microsoft Word • Microsoft Excel • Microsoft PowerPoint • Data Entry • Email Communication • Internet Research

WORK EXPERIENCE

Telesales Officer

Maywood Lending Limited | Ikeja | June 2025 – August 2026

- Made 150+ outbound calls daily to promote loan products and financial services.
- Converted leads into customers and consistently worked toward monthly sales targets.
- Followed up with leads through phone calls, WhatsApp, and email.
- Maintained customer databases and updated CRM records accurately.

COMPUTER TRAINING

Computer Training

Surprise Media Concepts | Oyewole Road, Iyana Ipaja, Lagos | April 2022 – March 2025

- Trained in Microsoft Word, Excel, PowerPoint, and internet research.
- Developed practical skills in data entry, typing, and document preparation.
- Practiced email communication and basic computer troubleshooting.

EDUCATION

Commercial Department (WAEC)

Abibat Mogaji Millennium Senior Secondary School | September 2021 – June 2024

ADDITIONAL INFORMATION

Highest Level of Education: Senior Secondary