

ISMAIL SHASILI OLAMILEKAN

Remote / Virtual Staff Candidate

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PROFESSIONAL SUMMARY

Hardworking and dependable remote-work candidate with experience in customer service, teamwork, communication, and computer-related tasks. Able to follow instructions, learn new tools quickly, manage responsibilities carefully, and maintain a professional attitude. Seeking a remote role where I can contribute effectively while developing my skills and experience.

CORE SKILLS

- Customer service and communication
- Computer literacy and basic digital tasks
- Attention to detail
- Teamwork and collaboration
- Time management and reliability
- Following instructions and completing tasks
- Willingness to learn new tools and processes

WORK EXPERIENCE

Attendant — Blissful Oil and Gas (2019–2020)

Assisted customers and provided friendly, professional service.

Handled assigned daily responsibilities responsibly and efficiently.

Worked with colleagues as part of a team and followed workplace procedures.

Maintained attention to accuracy and customer needs in a busy environment.

INDUSTRIAL TRAINING EXPERIENCE

Computer Center — SIWES / Industrial Training

Gained practical exposure to computer-based work and workplace procedures.

Developed familiarity with completing tasks using computers and digital tools.

Learned to follow instructions and maintain organized work records.

EDUCATION

Kwara State Polytechnic, Ilorin — National Diploma (ND), 2021–2022

Okekere Senior Secondary School — 2017–2019

Okekere Junior Secondary School — 2014–2017

Oba Ajara Primary School — 2008–2014

CAREER OBJECTIVE

To obtain a remote position where I can use my communication, customer-service, computer, and organizational skills while contributing to the success of the organization and building long-term professional experience.

AVAILABILITY

Available to start immediately.

REFERENCES

Available upon request.