

JUNAID SEKINAT OLAYINKA

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PROFESSIONAL SUMMARY

A motivated and hardworking Mass Communication graduate with experience in business development, field marketing, sales, customer service, and cash handling. Skilled in communicating effectively with customers and clients, promoting products and services, and building positive business relationships. Able to work independently and as part of a team, with good organizational, interpersonal, and problem-solving skills. Adaptable, responsible, and willing to learn new skills while contributing positively to an organization.

WORK EXPERIENCE

Business Developer / Field Marketer — Egatee

Lagos, Nigeria | 2020 – 2022

- Promoted company products and services to prospective customers and vendors.
- Registered and onboarded vendors onto the Egatee platform.
- Communicated with vendors and customers to provide information and support.
- Assisted with sales and business development activities.
- Built and maintained positive relationships with prospective and existing customers.
- Conducted field marketing activities to increase awareness and customer participation.
- Followed up with prospective customers and vendors when necessary.
- Represented the company professionally during field activities.

Cashier — The Place Restaurant

Lagos, Nigeria | 2018 – 2020

- Handled cash and electronic payments accurately.
- Processed customer orders and payments efficiently.
- Provided friendly and professional customer service.
- Maintained accurate records of daily transactions.
- Assisted customers with inquiries and resolved basic issues.
- Worked effectively with other staff members in a busy restaurant environment.
- Maintained accuracy and attention to detail when handling financial transactions.

EDUCATION

National Diploma (ND), Mass Communication

Federal Polytechnic, Ilaro | 2022 – 2024

Secondary School Education

Oyes Faithful College | Completed 2019

SKILLS

Customer Service • Business Development • Sales and Marketing • Digital Marketing • Communication Skills • Customer Relationship Management • Vendor Registration and Onboarding • Microsoft Excel • Google Docs • WhatsApp Communication • Cash Handling • Teamwork • Time Management • Problem Solving • Ability to Learn Quickly

PERSONAL QUALITIES

- Hardworking and reliable
- Good communication skills
- Responsible and organized
- Adaptable and willing to learn
- Able to work independently and with a team
- Good interpersonal skills
- Goal-oriented

REFERENCES

Available upon request.