

OSHO MOSES PAMILERIN

Lagos, Nigeria | (234)7037141832 | oshomoses1511@gmail.com | Availability: Full-time

Professional Summary

A strong foundation in construction cost management, project estimation, and procurement. Possesses excellent analytical skills and attention to detail, ensuring accurate project assessment and cost control.

Highly skilled in procurement, logistics, and inventory management, with a keen eye for optimizing processes and enhancing supplier relationships. A strategic thinker who excels in forecasting demand, mitigating risks, and implementing innovative solutions to meet evolving business needs. Strong communicator and collaborator, adept at leading cross-functional teams to achieve organizational goals.

Skills

- Proficiency in Microsoft, Excel, and PowerPoint.
- Relationship management, project management and risk management
- Attention to details.
- Procurement expertise, negotiation skills and strategic planning.
- Analytical thinking.
- Excellent communication skills, strong work ethics.
- Outstanding organizational, multitasking, and problem-solving abilities.

Work Experience

COLOPLUS WS – Lagos, Nigeria

SUPPLY CHAIN OFFICER (Full time)

JUNE 2023 - till date

Diesel Procurement

Key responsibilities

- Sourcing
- Negotiation
- Vendor, Inventory, Cost and Risk Management.
- Compliance
- Reporting
- Continuous Improvement and Collaboration.

Asset Officer

Key responsibilities

- Asset and Risk Management.
- Inventory Control.
- Asset Tracking.
- Maintenance Planning.
- Compliance.
- Asset Procurement and Disposal.

SITE ACQUISITION OFFICER

Key Responsibilities:

- Site Identification
 - Site Evaluation
 - Negotiation
 - Permitting and Approvals
 - Due diligence
 - Budgeting and Cost Management
 - Coordination
 - Documentation
 - Stakeholder Communication
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COST AND ASSOCIATE - Lagos, Nigeria

MARCH 2022 – OCTOBER 2022

Administrative Assistant and Site Inspector

Key Responsibilities:

- Providing administrative support to project managers, engineers, and other staff members.
 - Collaborating with other administrative assistants and team members to ensure smooth workflow and effective communication within the organization.
 - Maintaining confidentiality and professionalism in handling sensitive information and communications.
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- Conducting regular inspections of construction sites to ensure compliance with safety regulations, building codes, and project specifications.
- Participating in meetings with project teams to discuss inspection findings, address concerns, and develop action plans for resolving issues.
- Collaborating with other inspectors, engineers, and construction professionals to ensure that projects are completed safely, efficiently, and to the highest quality standards.

Education

University of Ilorin | Bachelor of Science Quantity surveying

-2022

Certifications

Microsoft Word Certification | Microsoft

-2015

Additional Information

- Able to deliver profitability; promote growth and development of organization.
- Excellent leadership skills.
- Strong and clear verbal and written communication skills
- Demonstrated ability to provide exceptional quality customer focused, sales assistance, and vendor management
- A positive attitude to work with other team members proactively.
- Self-motivated and able to work independently.
- References are available upon request.