

ONIKE OLUFEMI OLAWALE

Human Resources / Data Analyst

CONTACT

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PROFESSIONAL SUMMARY

A human resources professional with 7 years plus of experience who is well-versed in designing and administering recruiting, on-boarding, Staff management and compensation plans. I am looking to continue developing as a well-rounded HR manager.

EDUCATION

2011 - 2015

OSUN STATE UNIVERSITY

- Bachelor of Science (B.sc) – Industrial Relations & Personnel Management
- 2nd Class Upper Division

SKILLS

- Microsoft office
- Google workspace
- Compensation & Benefits
- Trello & Slack
- Recruitment Payroll
- Performance Management
- Data Analyst
- Training & Development

WORK EXPERIENCE

ADENIYI OLUSUNDE ENTERPRISES

OCT 2025 - PRESENT

Human Resources Manager/Consultant

- Introduced Seasonal hiring strategy because Farming has peak seasons for planting, harvesting, processing. I plan how many temporary vs permanent staff you need and when.
- I drafted a comprehensive role design which entails descriptions for farm managers, livestock handlers, agronomists, equipment operators that match local labor laws and safety standards.
- I handle the Migrant/seasonal worker compliance: Advise on work permits, contracts, housing, and legal obligations if you use seasonal or foreign labor.
- I ensure the company complies with the Agricultural labor regulations, including local laws on working hours, minimum wage, rest breaks, and child labor laws, which differ for agriculture.
- I restructured the Health & Safety process by setting up safety protocols for handling chemicals, machinery, and animals. Draft incident reporting and PPE policies.
- I researched and introduced new tech on how to manage livestock, expands livestock operations, or shifts crops.
- Other roles like. Risk & Crisis Management, Succession planning, Compensation & Benefits.

IRO LAGOS

Human Resources/General Manager

Nov 2024 - Aug 2025

- I introduced a new management structure and procedures to the system.
- I led new talent acquisition and recruitment processes for over 5 new full-time hires
- Administered company-wide compensation and benefit plans
- Conducted employee onboarding and helped organize hours of training and development initiatives
- Worked with team members 1 to 1 and in small groups to enhance performance and employee satisfaction.

MEND LAGOS

Human Resource Manager/ Manager

Oct 2022 - Mar 2024

- Collaborated with leadership on recruitment strategies, development plans, performance management, and employee engagement to improve retention rates by 12%
- Provided guidance on employee relations and matters of corrective action that reduced turnover rates by 8%
- Managed company organizational structure, responsibilities, and staffing levels, creating strong hierarchy channels

PROFESSIONAL CERTIFICATES

- EWP (2018)
- CIPM (IN-VIEW)

ARABELLA LANDSCAPE

NOV 2016 - MAR 2021

Human Resource Assistant

- Scheduled interviews for candidates across 10 roles
- Managed and administered 100% of pre-employment assessments to prospective candidates
- Assisted with new employee onboarding, and ensured all pre-employment forms are completed within 72 hours
- Collected feedback after final round interviews, and put together comprehensive compensation packages for prospective hires
- visited construction and maintenance sites to examine production rate and equipment's usage.