

HALEEMAH AFOLABI O.

| MASS COMMUNICATION GRADUATE

CONTACT

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📍 Ibadan, Oyo State

PROFESSIONAL PROFILE

Motivated and customer-focused Mass Communication graduate with practical experience in sales, customer interaction, communication, records management and teamwork.

Experienced in serving high volumes of customers, handling enquiries, maintaining accurate records and working professionally with different people. A quick learner with strong interpersonal and organisational skills.

KEY SKILLS

- Records & Data Management
- Public Speaking & Professional Communication
- Communication & Interpersonal Skills
- Sales & Customer Support
- Effective Communication
- Organization skills
- Creative Writing & Content Development
- Interpersonal Skills
- Patience & Empathy
- Teamwork & Collaboration
- Problem-Solving
- Time Management
- Adaptability

PROFESSIONAL EXPERIENCE

NYSC Community Development Service (CDS) — SERVICOM & Gender Group | 2026

- Collaborate with fellow corps members on group activities and responsibilities.
- Participate in community development activities through the SERVICOM and Gender CDS

NYSC- Memomac schools, Ikorodu, Lagos State (role: English/social studies teacher)
2026

- Prepare and deliver lessons according to the school's curriculum.
- Explain concepts clearly using examples and activities appropriate for students' level.
- Assess students' understanding through questions, classwork, assignments and other activities.
- Manage classroom behaviour and maintain a positive learning environment.
- Encourage reluctant learners to participate and build confidence.
- Work collaboratively with other teachers and contribute to school activities.

Ola Enterprise — Sales Executive

2015–2017

- Communicated effectively with over 100 customers daily.
- Maintained accurate sales and transaction records.
- Managed customer enquiries and developed strong interpersonal skills.
- Conducted stock audits and assisted with inventory management.

Space FM 99.1, Ibadan — Radio Personality

2019–2020

- Hosted and produced a weekly radio programme.
- Researched and prepared content for broadcast.
- Developed strong public speaking and presentation skills.
- Communicated effectively with a diverse audience.
- Collaborated with producers and presenters on programme development.

EDUCATION

Higher National Diploma (HND), Mass Communication

The Polytechnic, Ibadan | 2022–2024

National Diploma (ND), Mass Communication

The Polytechnic, Ibadan | 2017–2019

LANGUAGES

English language and Youruba

REFERENCE

Available on request

HOBBIES

Reading

Writing

Learning new skills