

ROQEEBAT YUSUF

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CAREER OBJECTIVE

I am a detail-oriented graduate with background in science, foundation in research, analytical thinking, administrative support and customer service. I am seeking opportunities to combine my scientific knowledge, communication skills, inventory coordination and problem-solving skills in a dynamic organization while gaining practical experience and contributing to the organization growth by supporting business operations, improving efficiency and delivering excellent customer experiences.

SKILLS

- Excellent written and verbal communication
- Adaptability and willingness to learn
- Attention to detail and time management
- Strong research and analytical skills
- Team collaboration and problem-solving
- Proficiency in Microsoft suite

EDUCATION

Tai Solarin University of Education, Ogun State, Nigeria

2021-2025

Bachelor of Science (B.Sc.) in Biological Science, (*Second Class Honors, Upper Division*)

Relevant Coursework: Biostatistics, Research Methods, Environmental Science, Communication and Presentation Skills

WORK EXPERIENCE

Undergraduate Research Assistant | Haemoparasite & Hematological Indices Study

Department of Biological Sciences, Tai Solarin University of Education

2025

- Conducted scientific research on cattle haemoparasites and haematological indices
- Collected, organized, and analyzed laboratory data on cattle haemoparasites.
- Utilized Microsoft Excel and basic statistical tools (SPSS) for accurate data interpretation.
- Enhanced analytical thinking, documentation, and team collaboration during the project
- Communicated research findings to academic audiences through presentation sessions

Vogue Oyes Monogram

Operation & Customer Relation Assistant

2021-2026

- Managed daily customer interactions and handled service inquiries professionally
- Maintained and balanced financial records and monitored daily transactions
- Supported business growth by helping drive a 50% increase in sales over a 5-years period through improved customer engagement and order management

Field Research Experience

Department field trip

2024

- Participated in field observation and data collection activities
- Independently prepared field trip reports and findings
- Organized information into structured written reports

Student Industrial Work Experience

St. Thomas Hospital, Ogun State

2024

- Supported laboratory testing and record documentation
- Collected and maintained patient and inventory records
- Assisted with data entry, stock counting and reporting processes

CERTIFICATONS

- Virtual Assistance (ALX Africa)
- Data Analysis (African Girls in Tech)