

WAHEED LEKAN H.

CONTACT

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 WAHEED_LEKAN

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NO 7, UNITY STREET, ASAJU ESTATE,
ODO-ONA ELEWE, OLUYOLE
EXTENSION, IBADAN, OYO STATE.

PROFILE

To use the skills, I have obtained to secure a professional role working in a team environment to achieve a common goal. My educational background and experience have provided me with the necessary knowledge to excel in this role, and I strive to continue to learn and gain new skills. I hope to use this opportunity to grow professionally and contribute to the team's success. I am confident that I can use my interpersonal skills to foster an open and productive working environment, and my problem-solving abilities to come up with innovative solutions for any challenges that may arise. I am eager to make a positive contribution to the team and strive to achieve the desired results.

SKILLS

- Excellent Leadership Skills .
- Attention to Details.
- Critical thinking and Innovations.
- Communication and listening skills.

WORK EXPERIENCE

Technician and Logistics officer 2025 (Till Date)
Algomian Technologies, Ibadan, Oyo State.

Key Responsibilities:

- SETTING UP OF LAPTOPS FOR CUSTOMER USAGE.
- TROUBLESHOOTING OF LAPTOPS.

- Time Management.
- Team work and problem-solving

EDUCATION

Bachelor of Science:
**PUBLIC
ADMINISTRATION –
2017-2023**

**Public Administration
Department, Obafemi
Awolowo University, Ile-
ife, Osun State, Nigeria.**

CERTIFICATION

Diploma: Human Resources,
Compensation and Benefits
Management.- Udemy.

- TECHNICAL SUPPORT TO CUSTOMERS ON
DEVICE SPECIFICATION AND PERFORMANCE.
- WAYBILLING OF LAPTOPS TO CUSTOMERS
WITHIN NIGERIA.
- CLOSING OF SALES ONLINE AND ATTENDING TO
WALK-IN CUSTOMERS.

Production Supervisor 2024-2025 (NYSC) Multi-Concern Golden Treasure, Abeokuta, Ogun State.

Key Responsibilities:

- SUPERVISED PRODUCTION PROCESSES TO
ENSURE EFFICIENT AND TIMELY OUTPUT.
- COORDINATED WITH OTHER DEPARTMENTS TO
ENSURE SMOOTH OPERATIONS
- IMPLEMENTED QUALITY CONTROL MEASURES
TO MAINTAIN HIGH STANDARDS.
- TRAINED AND MENTORED PRODUCTION STAFF
TO IMPROVE SKILLS AND PRODUCTIVITY.

Achievements:

AWARDED "MOST HARDWORKING AND BEST
CORP MEMBER OF THE YEAR" IN RECOGNITION
OF OUTSTANDING DEDICATION, COMMITMENT,
AND CONTRIBUTIONS TO THE ORGANIZATION.

Casual worker- 2022-2022 Sumal Foods, Oluyole, Ibadan, Oyo State.

Key Responsibilities:

- PACKING OF BISCUITS.
- TEAM COLLABORATION AND CUSTOMER
SATISFACTION.

- MEETING PROJECT DEADLINES.

Sales Representative - 2016-2022

Kamaj Multipurpose Investment Company, Ibadan, Oyo State.

Key Responsibilities:

- PROPER DOCUMENTATION AND PROBLEM SOLVING OF CUSTOMERS COMPLAINTS.
- COLLABORATION AND TEAMWORK WITH COLLEAGUES TO ENHANCED SALES AND CUSTOMERS SATISFACTORY.
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- COORDINATE THE ACTIVITIES OF CASUAL WORKERS IN THE SECTION.
- SERVED AS A LINK BETWEEN CUSTOMERS AND MANAGEMENT.

Sales Representative- 2016

Austine Del Investment Company, Ibadan, Oyo State.

Key Responsibilities:

- EXPANSION OF MARKET AND SALES VOLUME.
- CUSTOMER ACQUISITION AND RETENTION.
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- REPORTING OF REGULAR SALES ACTIVITIES TO THE MANAGEMENT.