

OMOTAYO DAMILARE ELISHA

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1, Oluwole Oladejo street, Oladejo Bus stop, off Odozi street, Ojodu-Berger, Lagos.

PERSONAL PROFILE

I am a highly confident and resourceful leader with over 15 years of working experience in fostering positive relationships between the organization and her clients with a track record of success in driving reputation and growth of the organization and protecting the company and its interest by managing relationships with public and industry stakeholders. As a business enthusiast, I'm well equipped with extensive experience in management, employs excellent leadership skills and tasking strengths; having demonstrated ability to improve operations, answered customers questions and resolve service issues in a timely manner evidently proven with a track record of my achievements. As a critical thinker and prolific planner, my personality speaks volume and can't be underestimated in the line of business development and perfect execution.

Sex: Male

Nationality: Nigerian

EDUCATION

Lagos State University [LASU].

B.Sc in Electronics and Computer Engineering | July 2018

Adeola Odutola College [AOC].

Senior Secondary Certificate (SSCE) | July 2007

SKILLS

- Excellent Managerial / Human Relations Skills.
- Strong Interpersonal / Exceptional Analytical/ Problem-Solving Skills.
- Media: Adobe After Effects Savvy / Shrewd on Adobe Photoshop / Microsoft office.

PROFESSIONAL EXPERIENCE

Advance Engineering Consultant, Townplaning Ilupeju, Lagos.

Operations Supervisor/ Business Development Officer: **November 2023 – till date**

- Exhibit transparency, integrity, accountabilities, and exceeding responsibilities with all diligence.
- Giving guidance and encouragement through engagement to the survey team members.
- Coalition of verifiable data.
- Analysis of measurable fact and ensuring delivery of exceptional value

Nexthought Creative Hub, Lekki, Lagos State.

Rental Manager/Order Filler. **November 2021 – 2023.**

- Supervising 4 tier departments (Camera, Light, Grip and Logistic).
- Improvised check and balance through record keeping.
- Management of jobs order, time, media equipment's, equipment set up and ensuring its availability as it demands to make sure clients demands unequivocally met.
- Close monitoring of inflow and outflow of clients jobs order from dusk till dawn and designating daily task for irrespective field staff (production assistants) based on professionalism for jobs execution.
- Mandated staff adherence to call time from the early morning 'call up' to gear them up for the daily task.
- Helped in curbing discrepancy and malpractice through daily communication with the accountant by providing the list of field staff eligible for feeding allowance.
- Scheduling and conducting regular meeting with both local and international clients; and holding monthly meeting with fellow colleagues alongside the management to foster the company growth.

Piska Tech Nigeria Ltd, Ojodu Berger, Lagos State

Financial Advisor/Team Lead. **August 2021 – October 2021**

- *Evaluate customers performance with due diligence.*
- *Issues incentives and other benefits to drive customers attention.*
- *Developed template for customers business and personal growth.*
- *Performed optimal loan recovery task through thorough customers assessment.*
- *Ensured high compliance target.*

Sollissy Foods and Beverages, Abule-Egba, Lagos State.

Head of Operations/Brand Manager. **Sept 2018 –Jun 2021**

- Production record management.
- Manage delivery of products.
- Production staff management.
- Made sure production uninterrupted and swiftly rectification of any interruption.

A.J - Rapha Diagnostics Centre, Ojodu Berger, Lagos State.

Procurement Manager, Customer Relation Manager. **Jul 2016 – Sept 2018**

- Maintaining and managing industry stakeholders including top tier hospitals, clinics, doctors and other medical specialists.
- Drove brand visibility by pitching stories/interviews; both print and digital resulting in the massive growth in new client and increase in social media presence.
- Devised plans to properly document client's database to increase productivity.
- Managed accounts of over 1,300 clients.
- Filing regulatory documents with the appropriate federal and state agencies.
- Management and fast disbursement of customers accumulated discounts every month.

ACHIEVEMENTS

- Created a model that boosted work productivity and increase customers patronage every month.
- Developed proactive attitude and ability to work effectively in a team as a leader.
- Collaborated and engaged with cross function business stakeholders through empathetic approach with a focus on understanding and addressing client needs.
- Created media contents (motion graphics and graphics design with the use of adobe after effects and adobe photoshop software's) for organizations and individuals' business which accelerated sales and growth speedily.
- Founder and president of social entertainment group, Famous Inc. which hosted and managed mega COSMOS award ceremony on 3 consecutive years in rewarding academic excellence and talents while in the university from 2016.
- Managed and was part of organizing teams for religious bodies and NGOs activities.

REFERENCE

▪ MR OLUWAFEMI TEMITOPE

Accountant I 9, Ereke Avenue, Off Odozi Road, Ojodu Berger.

08037708093

▪ MR OLASENI ELIJAH

Freelancer I Ayoni Street Pipeline Ishahsi, Ogun State.

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