

OLANIYAN OLUWATIMILEYIN ELIZABETH

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Fadeyi, Lagos State.

PROFILE SUMMARY

An experienced Business Development Manager with a proven track record of driving sales growth and customer acquisition. Skilled in strategic planning, customer relationship management, and market analysis. Successfully increased sales by 30% and customer base by 25% through effective account management and targeted marketing campaigns.

CORE COMPETENCIES

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|--------------------------|-------------------------------|-------------------------|
| • Customer Service | • Research | • Strategic planning |
| • Emotional Intelligence | • Communication | • Organizational Skills |
| • Administrative Support | • Time Management | • Multi-tasking |
| • Performance Evaluation | • Reporting and Documentation | • Active Listening |

SKILLS HIGHLIGHTS

- Possess an active, energetic, and lively personality, with the ability to engage customer interest and attention.
- Proficient use of MS-OFFICE Suite, Excel.
- Solid, persuasive and genuine communication, facilitation and relationship building skills.
- Experience in supporting business initiatives and implementing business development strategies.
- Excellent ability to establish and work to priorities while managing multiple workstreams.

WORK EXPERIENCE

Senior Business Development Manager – APPGLOBAL TECHNOLOGIES LTD

Dec 2022 – Till Present

Job Responsibilities:

- Spearhead strategic partnership initiative which secured three multi-year contracts, resulting in a revenue increase of \$4M in the first year.
- Design and execute targeted outreach campaign using Salesforce, increasing leads by 150% within a six-month timeframe.
- Orchestrate the company's market entry strategy for two new international territories, boosting global market share by 12%.
- Negotiate a pivotal deal with a Fortune 500 company, leveraging competitive analytics, which expanded our enterprise client portfolio by 20%.
- Pursue leads and moving them through the sales cycle.
- Develop quotes and proposals for prospective clients.
- Set goals for the business development team and developing strategies to meet those goals.
- Train business development staff.
- Attend conferences and industry events

Accountant – YB NIG LTD

Aug 2022 – Dec 2022

Job Responsibilities:

- Comply with all company, local, state, and federal accounting and financial regulations.
- Compile, analyze, and report financial data.
- Create periodic reports, such as balance sheets, profit & loss statements.
- Present data to managers, investors, and other entities.
- Maintain accurate financial records.
- Perform audits and resolving discrepancies.
- Keep informed about current legislation relating to finance and accounting.
- Assist management in the decision-making process by preparing budgets and financial forecasts.

General Manager – NANCY KITCHEN

2020 – 2021

Job Responsibilities:

- Maintain customer satisfaction by monitoring, evaluating, and auditing food, beverage, and service offerings; initiating improvements; building relationships with preferred patrons.
- Accomplish restaurant objectives by recruiting, selecting, orienting, training, assigning, scheduling, coaching, counseling, and disciplining management staff; communicating job expectations; planning, monitoring, appraising, and reviewing job contributions; planning and reviewing compensation actions; enforcing policies and procedures.
- Maintain safe, secure, and healthy facility environment by establishing, following, and enforcing sanitation standards and procedures; complying with health and legal regulations; maintaining security systems.

- Maintain professional and technical knowledge by tracking emerging trends in the restaurant industry; attending educational workshops; reviewing professional publications; establishing personal networks; benchmarking state-of-the-art practices; participating in professional societies.
- Accomplish company goals by accepting ownership for accomplishing new and different requests; exploring opportunities to add value to job accomplishments.

Head of Operation – GODS GRACE INSTITUTE

2015– 2017

Job Responsibilities:

- Formulate business strategy with others in the executive team.
- Design policies that align with overall strategy.
- Implement efficient processes and standards.
- Coordinate customer service operations and find ways to ensure customer retention.
- Ensure compliance with local and international laws.
- Oversee the implementation of technology solutions throughout the organization.
- Manage contracts and relations with customers, vendors, partners and other stakeholders.
- Evaluate risk and lead quality assurance efforts.
- Oversee expenses and budgeting to help the organization optimize costs and benefits.
- Mentor and motivate teams to achieve productivity and engagement.
- Report on operational performance and suggest improvements.

ACHIEVEMENT:

Project Manager | AJEROMI General Hospital

- Developed and implemented project management best practices within the organization.
- Oversaw the implementation of electronic health records (EHR) systems.
- Collaborated with finance teams to track project expenditures and forecast budgets.
- Conducted stakeholder analysis and managed stakeholder engagement.
- Provided leadership and direction to project team members.
- Ensured the delivery of high-quality project outputs and deliverables.
- Facilitated training sessions for end-users on new healthcare systems and processes.

Team Lead Trade Agent | JEROID Nig Ltd

- Coordinated team meetings to ensure goals were met and tasks were completed on time.
- Mentored and trained new team members to develop their skills and ensure successful performance.
- Developed and implemented new strategies to increase team productivity and customer satisfaction.

EDUCATION

MSC – Management Science – University of Lagos, Lagos State

In view

BSc – Accounting - Ecole Supérieure de Gestion et de Benin

2021

NCE – Office Technology and Management Education – Federal College of Education Technical Akoka.

2020

PROFESSIONAL CERTIFICATION, TRAINING, AWARD AND VOLUNTEER WORK

Best Graduating Student FCE (T) Akoka

Most Versatile and Outstanding Female | ESGT University Benin (DLI)

Best staff of the year at APPGLOBAL r **2023**

Nigeria Red Cross Society

Little Saint Orphanage

