

IBIYEMI SURAJUDEEN ABIOLA

20, Gbadamosi Stree, Agege Lagos State

E-mail: ibiyemisuraj@gmail.com

Phone No: 08071929280
07017177172

PROFILE SUMMARY

A hardworking, resourceful and ambitious Estate Manager with extensive understanding of office applications, vast in undertaking analytical work and research projects with minimal supervision, whilst working in a team environment with multiple priorities and tight deadlines. Also possessing the ability to communicate complex and sensitive information to colleagues and clients coupled with the willingness to work for an organization that rewards achievement and offers great opportunities for carrier development

PERSONAL DATA

Date of birth:	5 th April, 1988
Gender:	Male
Marital Status:	Single
Nationality:	Nigerian
State of Origin:	Ogun State
Local Government Area:	Egbado South
Place of Birth:	Ilaro
Religion:	Islam
Language Spoken:	English and Yoruba

ACADEMIC BACKGROUND

SCHOOL	QUALIFICATION	YEAR
Federal Polytechnic, Ilaro, Ogun State.	Higher National Diploma (Estate Management and Valuation)	2012-2014
Federal Polytechnic, Ilaro, Ogun State.	National Diploma (Estate Management)	2009-2011
Adokun High School, Igan Okoto, Ogun State.	National Examination Council.	2007
Itolu Community High School Ilaro, Ogun State.	West Africa Examination Council.	1999 – 2005
Methodist Wesley Primary School, Gbogidi, Ilaro, Ogun State.	Primary School Leaving Certificate	1993 – 1999

PROFESSIONAL EXPERIENCE

ORGANISATION

National Youth Service Corps

ADDRESS

Compuware Technology Solution, Road 1, Udoka Housing Estate, Awka South, Anambra State.

DURATION

May 2015 – April 2016

UNIT/DEPARTMENT

Technical Service Dept.

JOB FUNCTIONS

Training of personnel on MTI application

Carrying out support project on MTI application

ORGANISATION

The Federal Polytechnic, Ilaro,

ADDRESS

Along Oja Odan Road, Ilaro, Ogun State.

DURATION

November 2011 – October 2012

UNIT/DEPARTMENT

ICT Department.

JOB FUNCTIONS

- Multimedia Coordinator.
- Hardware Administrator.

ORGANISATION

Leye & Co. Estate Surveyor and Property Consultant.

ADDRESS

Plot 2, Trem Road, Orita, Ilaro, Ogun State.

DURATION

July – November, 2010.

UNIT/DEPARTMENT

Agency and Sourcing Department.

JOB FUNCTIONS

Intern

KEY COMPETENCIES

- Knowledge of Microsoft Office packages (Word, Excel and Power Point)
- Team Work.
- Ability to work with little or no supervision.
- Strong leadership and managerial skills.
- Excellent analytical and communication skills.
- Strong inter-personal relationship skills.
- Result oriented and target driven.
- Customer Satisfaction Enhancement
- Cost-Reduction Strategies

ACCOMPLISHMENTS

- Developed effective working relationship with groups, individuals and the public.
- Employed special educational strategies and techniques during instruction to enhance the development of sensory and cognitive skills of students.

LIKES AND INTERESTS

- Reading motivational books.
- Making research and impacting knowledge.
- Travelling and meeting people.

COMMUNITY SERVICE

President, National Association of Ogun State Students (NAOSS) 2013-2014
The Federal Polytechnic Ilaro chapter.

REFEREES:

NAME	ADDRESS	PHONE
Mr. Ajibodu F.	Electrical Engineering Dept. Federal Polytechnic, Ilaro, Ogun State.	08077577686 07065245105
Mr. Seun Labiran	MD/CEO Styzen Enterprises Doc. Mgt. Sol. Suite 12, AP Complex, Opp. Transcorp Hilton Maitama, Abuja.	08098080111
Mr. Olawale Ogunyinka	MD/CEO Compuware Technology Solutions Ltd. Iyaniwura Court, Road 7, Lekki County Homes, Ikota Lekki, Lagos, Nigeria.	08034053862 08090650087