

ISHOLA OLANREWaju BAYONLE

Lagos, Nigeria

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Date of Birth: 17/05/1996

PROFILE SUMMARY

Investment banking operations with a track record of significantly changing and improving organizational processes and programs. With extensive background and on-the-job experience in managing effectively capital market operations, research and financial advisory, handling transactions and resolving uphill tasks. Also, an efficient and detail-oriented Operations Officer with the ability to carry out result-driven services in line with organizational aims and objectives.

EDUCATION

- **Bachelor of Science (BSc.), Geography and Environmental Management** | 2012 – 2016 |
University of Ilorin, Ilorin. Kwara State, Nigeria
 - **Master of Science (MSc.), Geography and Planning (Regional Planning & Devt)** | In View |
University of Lagos. Akoka, Lagos State, Nigeria.
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SKILLS & COMPETENCIES

- Content Development and Design
 - Strategic Planning and Time Management
 - Administrative Support
 - Good Knowledge of Microsoft Office Packages
 - Customer Service Relations
 - Good Report Writing Skills
 - Persuasive Negotiation
 - Adaptability and Flexibility
 - Creativity and Analytic Skills
 - Strong Work Ethic
 - Facilitation and Documentation
 - Excellent Problem-solving Skills
 - Interpersonal and Communication Skills
 - Team Leadership and Management
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PROFESSIONAL EXPERIENCE

- Operations Officer** – Edgefield Capital Management Limited, Lagos **April 2018 – Present**
- Ensures operational functions are consistently met by improving and developing strategies to solve client's issues.
 - Improved productivity through effective customer relations and feedback.
 - Increased number of clients and transactions through detailed and efficient fundamental research.
 - Designed and produced capital market newsletters on quarterly basis that further boosted turnover of transactions.
 - Created database to effectively monitor client requests, transactions, issues and proffer solutions within limited period.
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OTHER EXPERIENCES

- Intern** – Nigerian Geological Survey Agency, Ibadan **July 2014 – September 2014**
- Experienced Geological field trips to gather information and knowledge for the agency.
 - Developed skills to assist geologists in mapping and use of Geographic Information Systems (GIS)
- Intern** – Ministry of Physical Planning & Urban Development, Ibadan **July 2013 – September 2013**
- Conducted site inspections for environmental and safety compliance.
 - Actively involved in drawing location plans and preparation and conduction of Environmental Impact Assessment (EIA) and reports.

Geography and Economics Instructor – Iwopin Pulp & Paper Staff School, Ogun State. **November 2016 – October 2017**

- Increased learning by planning and preparing appropriately the lesson notes for the assigned subjects.
- Improved students' academic performance through strategic teaching and effective class management.
- Pioneered and kick started a Personal Development system that improves students' performances.
- Promoted students' intrinsic motivation by providing meaningful and progressively learning experiences.

VOLUNTEER EXPERIENCES

- **Volunteer** – Scholars' League, Ibadan, Oyo State **2010 – Present**
- **Volunteer** – Sex Education and Sensitization in Primary and Secondary Schools, Ogun State **2017**
- **Volunteer** – Quiz and Football Competitions, (Education CDS), Ogun State **2017**
- **Volunteer** – Department of Geography and Environment Management, University of Ilorin **2015 – 2016**

PROFESSIONAL AFFILIATION

- **Member**, Association of Nigerian Geographers (ANG)

TRAINING, COURSES, AND CERTIFICATES

- Training in "Capital Market Operations" – Probitas Consulting Limited, Ikeja. Lagos **2019**
- Certificate in Leadership Training Course – Scholars' League. Ibadan, Oyo State **2014**