

ADELEKE KIMBERLY

NO 3, EMMANUEL KESHI STREET, OFF ABDUL QUADRI, MAGODO PHASE 2, LAGOS.

PHONE NUMBER: +234 901 5110 377

EMAIL: adelekekimberly@gmail.com, kimberly.adeleke@pau.edu.ng

OBJECTIVES

To expand and enhance my knowledge in Finance and Economics in an industry that encourages practical thinking, deep analytical and innovative skills.

To develop in my professional career and personal life in this industry, in order to give back to my society and ultimately the Nigerian Economy at large.

EDUCATION

2017- 2021

PAN ATLANTIC UNIVERSITY, LAGOS, NIGERIA

B.SC (BACHELOR OF SCIENCE) ECONOMICS,

- FIRST CLASS HONOURS, B.Sc ECONOMICS

2011-2017

THE LAGOON SECONDARY SCHOOL, LEKKI, LAGOS, NIGERIA

WEST AFRICAN SENIOR SECONDARY SCHOOL CERTIFICATE EXAMINATION(WASSCE)

- 6 distinctions in 8 subjects in WASSCE

WORK

EXPERIENCE

MARCH 2018-JULY
2021

THE SPOT, PAN ATLANTIC UNIVERSITY, LAGOS NIGERIA

Business Owner

- Research and Development of food products in high demand on campus.
- Upgraded business from sole product to multiple products to increase revenue.
- Facilitated the development of the menu and logo to enhance proper representation of the brand.
- Coordinated a diverse team which supports and manages the business.
- Served as liaison between The Spot business and Pan Atlantic University Management.
- Negotiated 85% commission of revenue as compensation for services rendered.

MARCH 2018- JULY
2018

Homemade Cookies Ltd, Business Owner

- Launched sale of Homemade Cookies in Pan-Atlantic University Hostels and School Campus
- Developed simple marketing and advertising strategy which ensured customer acquisition and retention.
- Surpassed initial sales target of 100 cookies per week by 80%
- Successfully grew revenue by 5% within 5 weeks of operations.
- Coordinated a small team responsible for production and distribution of cookies.

AUGUST
2020-OCTOBER
2020

GBENGA BADEJO & CO, LAGOS, NIGERIA

Accounting/Audit Intern

- Analyzed and Reviewed financial statements of various accounts for the companies assigned to me.
- Reviewed management letters.
- Prepared Journal entries for the setting up of accounts.
- Analyzed bank statements and set up financial accounts for clients.

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- Created and updated accounting systems for various clients
- Assisted with fieldwork for financial and operational audit.

MARCH 2020-
OCTOBER 2020

CULINARY ARTS, LAGOS, NIGERIA

Digital Content Creator

In

- Built and fortified the company's brand image by engaging influencers and new customers.
- Online Interaction with customers on a day-to-day basis.

Assistant Sales Manager (Internship)

AUGUST
2019-OCTOBER
2019

- Supervised product packaging and distribution.
- Handled daily revenue and expenses of the company.
- Handled customer feedback for the company.

SKILLS AND ACHIEVEMENTS

Skills

- Analytical and problem-solving skills
- Creative Writing skills
- Good organizational skills
- Leadership skills
- Effective team spirit
- Effective communication and listening skills.
- Resourceful
- Work without supervision
- Computer skills- Proficient use of Microsoft Word
- Basic skills in EViews

Accomplishments

- Received a Spirit of Service Award in Secondary school
- Published body of work in an anthology;
<https://illino.org/blog/taiye-kimberly-adeleke>

OTHER INFORMATION

- Aspiring Cook/ Baker
- Event Planner: Birthdays, Small gatherings
- Food blogger-IG name- KimmyOlounje
- Teacher/Tutor
- Financial Secretary for The Entrepreneurship Club
- Hobbies: Creative writing: A link to my blog <https://medium.com/@adelekekimberly>