



FAMILOYE IFEOLUWA TOLUWALASE



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Ifeoluwa Toluwalase
Familoje



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SUMMARY

I am a highly motivated and passionate young graduate with proven ability to work independently, work in a team, and also lead people to achieve organizational objectives.

CAREER

JUNE, 2021 - TILL PRESENT

BAS Capital
Limited, FCT,
Abuja

FINANCIAL ANALYST/ LEGAL COUNSEL

- Carry out deal sourcing, screening and review of target company.
- Ensure regulatory compliance with all deal and structures.
- Conduct industry and market research.
- Handled Corporate Governance Structure and corporate branding.
- Drafting of the various documents required for the deal approval process.

JUNE, 2019 - SEPTEMBER 2019

CHULA VISTA
RESORT,
WISCONSIN
DELLS,
WISCONSIN, USA

SALES REPRESENTATIVE

- Responsible for selling and promoting company products.
- Active listening to about 300 customer needs and ensuring customer satisfaction on a daily basis.
- Maintaining a clear record of sales activities.

JUNE 2018 - AUGUST 2018

FALANA &
FALANA'S
CHAMBER,
LAGOS

LEGAL INTERN

- Conducted intake interviews to spot legal issues for presentation at case acceptance.
- Drafted, reviewed, and revised a wide range of legal documents for staff lawyers.
- Conducted legal research regarding family, civil, and property issues.

JUNE 2017 - AUGUST 2017

PUNDIT
ADVOCATE,
LAGOS

LEGAL INTERN

- Client counseling for debt recovery, mediation sessions, writing of letters, and other applications.
- Prepared motions and interrogatories.
- Drafted various court documents, invoices, and enclosures at attorneys' request.

EDUCATION

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- FEBRUARY 2020 - MARCH 2021.** NIGERIAN LAW SCHOOL, LAGOS CAMPUS - BL
- AUGUST 2014 - JUNE 2019** BABCOCK UNIVERSITY, IPERU-REMO, OGUN STATE - LLB

VOLUNTEERING

UNITED NATIONS ASSOCIATION OF NIGERIA (YOUTH CHAPTER)/ FINANCIAL COORDINATOR

- Raise funds for specific project done by the association.
- Mobilise payment of dues and keep account of monies received
- Keep record and account of all donations, dues and expenditure.

LAGOS FOOD BANK | ADMINISTRATIVE OFFICER/SOCIAL MEDIA MANAGEMENT

- Maintained and monitored over a thousand volunteer details and activities.
- Curated social media content to increase engagements, follower-ship, and awareness.

BOOKHUB | SOCIAL MEDIA MANAGEMENT

- Engaged in social media strategy to increase followership by 40%.
- Developed graphics using Canva to communicate content effectively.

PROFESSIONAL CERTIFICATION

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- MAY 2021- PRESENT** INVESTMENT BANKING, EDUBRIDGE ACADEMY
- NOVEMBER 2020** CORPORATE FINANCE INSTITUTE CERTIFICATION ON INTRODUCTION TO CORPORATE FINANCE
- SEPTEMBER 2020** YALE CERTIFICATION ON FINANCIAL MARKET
- JULY 2020** GOOGLE DIGITAL SKILLS FOR AFRICA CERTIFICATION ON THE FUNDAMENTALS OF DIGITAL MARKETING

SKILLS

