

Afolarin Adio

SUMMARY

Passionate about joining a dynamic team where I can utilize my experience and abilities to deliver exceptional results and contribute to the company's growth.

WORK EXPERIENCE

Project Lead (Finance)

Aug 2015

NEXTRADE PROJECTS LIMITED

Isolo, Lagos

- Led and managed finance projects from conception to completion, ensuring timely delivery and meeting all project objectives.
- Collaborated with cross-functional teams to identify project requirements, scope, and goals, and ensured alignment with company objectives.
- Developed project plans, timelines, and budgets, and regularly tracked and reported project progress to stakeholders.
- Conducted risk assessments and developed risk management plans, ensuring that all identified risks were mitigated effectively.
- Managed project resources, including team members, vendors, and contractors, and ensured that project work was delegated effectively.
- Provided guidance and mentorship to project team members, ensuring that they were equipped with the necessary skills and resources to deliver on project objectives.
- Developed and maintained relationships with stakeholders, including clients, vendors, and internal teams, ensuring that communication was open and transparent throughout the project lifecycle.
- Conducted post-project evaluations and provided recommendations for process improvements, ensuring that lessons learned were captured and applied to future projects.

Treasury Specialist (Reconciliation)

Mar 2012 - Dec 2013

Guaranty Trust Bank

Victoria island, Lagos

- Monitored daily operations, reviewing weekly productivity and quality of the unit with expected standards and SLA
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- Efficiently addressed major escalations and feedback to stakeholders/clients/regulatory bodies like CBN, NIBSS, PTM and CSCS
- Developed and utilised reconciliation reports according Central Bank of Nigeria's guideline, helping leadership make key decisions and outperform operational targets.
- Collaborated with cross-functional teams, including Financial control, to ensure that treasury bills and Bonds transactions were properly recorded and reported in the financial statements.

Treasury Operations Officer (Money & Capital Markets)

Jan 2012 - Mar 2012

Guaranty Trust Bank

Victoria Island, Lagos

- Managed relationships with counterparty banks and financial institutions, ensuring that all transactions were executed in accordance with contractual terms and conditions.
- Developed and maintained documentation of treasury processes and procedures, ensuring compliance with regulatory requirements and internal controls.
- Collaborated with internal stakeholders, including risk management and compliance, to ensure that all treasury activities were conducted in accordance with applicable regulations and policies.
- Participated in the development and implementation of new treasury products and services, and provided recommendations for process improvements and system enhancements.
- RTGS: Received training on RTGS which includes Functions, Settlement and Funding Account, Transaction Type, VPN Communication, Settlement of transaction and Intra-Day Liquidity facility.

Clearing Operations Officer

Dec 2006 - Jan 2012

Guaranty Trust Bank

Victoria island, Lagos

- Reviewed and analyzed daily transaction reports, identifying and resolving any discrepancies or errors.
- Ensured that all transactions were properly documented and recorded in accordance with regulatory requirements and internal controls.
- Developed and maintained documentation of clearing processes and procedures, ensuring compliance with regulatory requirements and internal controls.
- Collaborated with internal stakeholders, including risk management and compliance, to ensure that all clearing activities were conducted in accordance with applicable regulations and policies.
- Provided regular reports to senior management on the bank's clearing activities, including transaction volumes, processing times, and exception rates

Branch Operation Executive

Jun 2003 - Dec 2006

First Bank of Nigeria

Marina, Lagos

- Managed and supervised daily branch operations, ensuring that customer needs were met and transactions were processed accurately and efficiently.
- Maintained and enforced strict cash controls, including cash limits and dual control procedures, to prevent fraud and maintain the integrity of branch operations.
- Managed relationships with customers, ensuring that their needs were met and that they received exceptional service.
- Conducted regular audits of branch operations, identifying and addressing any operational or compliance issues.
- Managed and supervised branch staff, ensuring that they were trained and equipped to provide exceptional service to customers.
- Conducted regular performance evaluations of branch staff, providing feedback and coaching to help them improve their performance.
- Participated in the development and implementation of new products and services, providing recommendations for process improvements and system enhancements.
- Provided regular reports to senior management on branch operations, including transaction volumes, customer satisfaction levels, and branch profitability.

EDUCATION

Associate

2024

Chartered Institute for Stockbrokers

Lagos, Nigeria

Being an associate of The Chartered institute of Stockbrokers provides a deep understanding of the conceptual and practical aspects of the financial industry. The curriculum, based on feedback from top-tier programmes, aims to enhance participants' financial skills, keep them updated with the latest capital market trends, and foster a better understanding of recent innovations. The comprehensive course array includes financial analysis, portfolio management, regulations, and more, equipping professionals with the essential skills and knowledge required in securities and investment markets worldwide.

Professional Diploma in Securities & Investment

2023

Chartered Institute for Stockbrokers

Lagos, Nigeria

The Professional Diploma is a foundational course designed for individuals aiming to advance their careers in the financial services industry. It caters to operations staff in the Securities and Investment industry, offering a comprehensive overview of essential capital market areas.

Certified in Cybersecurity

2023

ISC2

WA, USA

The foundational knowledge, skills and abilities in cybersecurity role.

Part of a global community of certified cybersecurity professionals committed to inspiring a safe and secure cyber world

Associate

2018

Chartered Institute for Securities and Investment

London, United Kingdom

Associate Membership in Chartered Institute for Securities and Investment signifies a commitment to professionalism, integrity, and excellence, setting me apart from my peers. This membership level, denoted by the ACSI designation, reflects my dedication to professional development and the acquisition of financial qualifications. It is ideal for experienced professionals aspiring to senior positions, providing access to knowledge and insights that differentiate us. Moreover, it is a concrete testament to my commitment to ethical behavior.

Islamic Finance Qualification

2018

Chartered Institute for Securities and Investment/Bahrain Institute of Banking and Finance/l'Ecole Supérieure des Affaires (ESA)

London, United Kingdom

Islamic finance professional qualification equip financial services professionals with specialized knowledge and skills for robust careers in all facets of Islamic finance. This includes Islamic Economics, Islamic Business Ethics, Shariah and Islamic Commercial Jurisprudence, Sukuk Market, Islamic Insurance (Takaful), and Islamic Corporate Governance.

Obafemi Awolowo University
Ile-Ife, Osun State

PERSONAL SKILLS

- | | |
|------------------------|--------------------|
| Leadership | Communication |
| Self-motivation | Decision Making |
| Research and Strategy | Change Management |
| Team Building | Negotiation skills |
| Emotional Intelligence | Team Work |

LANGUAGES



COURSES

Islamic Banking

Chartered Institute for Securities and Investments

Strategic Leadership Competencies

Phillips Consulting

Treasury Operations

H.Pierson & associates

Fixed Income Fundamentals

Corporate Finance Institute

Reading Financial Statements

Corporate Finance Institute

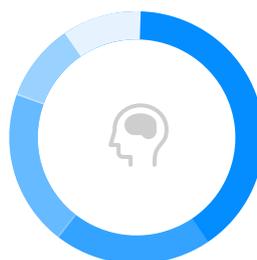
Introduction to Sustainable Finance

United Nations| PAGE(Partnership For Action On Green Economy)| GIZ (Deutsche Gesellschaft für Internationale Zusammenarbeit)

Certified in Cybersecurity (CC) Online Self-Paced Training

ISC2

MY TIME



HOBBIES

Music
Reading

Football