***CURRICULUM VITAE***

***ADEBAYO IDOWU TOSIN (MRS.)***

***PERSONAL DATA***

SEX: FEMALE

DATE OF BIRTH: JULY 9, 1975

PLACE OF BIRTH: IBADAN

STATE OF ORIGIN: OSUN STATE

NATIONALITY: NIGERIAN

MARITAL STATUS: MARRIED

NUMBER & AGE OF CHILDREN: 1. ADERINSOLA ELIZABETH (23/11/2008)

 2. ADEBISI DEBORAH (05/12/2010)

 3. ADEGOKE DAVID (21/10/2012)

CONTACT ADDRESS THE FEDERAL POLYTECHNIC

 ILARO, P.M.B 50, ILARO

 OGUN STATE OR POSTAL ADDRESS P.O.BOX 273, SAGAMU

 OGUN STATE

E-mail Address idoafo@gmail.com

GSM NO: 07063462473/08057531241

***EDUCATIONAL INSTITUTIONS WITH DATES:***

CRESCENT UNIVERSITY, ABEOKUTA 2014 - 2017

OSUN STATE POLYTECHNIC, IREE 1989 - 2000

BAPTIST SECONDARY SCHOOL, IBADAN 1989 - 1994

BEST COMPUTER LINKS 2005

***ACADEMIC/PROFESSIONAL QUALIFICATIONS OBTAINED***

BACHELOR OF SCIENCE (B.Sc.) *(2ND CLASS UPPER)*  2017

ORDINARY NATIONAL DIPLOMA *(2ND CLASS LOWER)* 2000

SENIOR SECONDARY CERTIFICATE EXAMINATION 1994

CERTIFICATE IN COMPUTER APPRECIATION 2005

***RESEARCH WORK***

HUMAN RESOURCEMANAGEMENT: A TOOL FOR ACHIEVING

ORGANISATIONAL OBJECTIVES

THE IMPACT AND PROBLEM OF INFORMATION COMMUNICATION TECHNOLOGY ON FINANCIAL INSTITUTIONS

***WORK EXPERIENCE WITH DATES:***

**ACCOUNT CLERK**

*NEXANS KABEL METAL NIGERIA PLC, LAGOS*2001-2003

**NYSC** **(ECONOMICS TEACHER)**

*IBADAN CITY ACADEMY, ELETA, IBADAN.*

*OYO STATE* 2005-2006

***ACCOUNTS OFFICER***

*POLYCONSULT & INDUSTRIAL SERVICES LIMITED*

*FEDERAL POLYTECHNIC, ILARO*  APRIL 2007- DATE

***RESPONSIBILITIES***

* Calculating the amount on Waybills and dispatching bills on the Acceptance Order to the Sales and Purchasing Department.
* Receiving and Issuance of Goods/Items into the Store for safe Keep.
* Reconciliation of the cash book with bank statements i.e. Bank Reconciliation Statement.
* Preparation of trial balance, Trading Profit and Loss account.
* Preparing of ledger.
* Preparing Accounts of the various units under the Polyconsult.

***HOBBIES***

*READING, MEDITATION AND COUNSELING*

***NAME AND ADDRESS OF REFEREES***

***MR. H. O. OLANIPEKUN***

*No. 6, ONAJIMI STREET,OFF,*

 *PEDRO ROAD, BARIGA.*

*LAGOS STATE*

***DR. S. IBITOYE***

HEAD OF DEPARTMENT,

DEPARTMENT OF METALLURGICAL & STEEL

OBAFEMI AWOLOWO UNIVERSITY (O.A.U)

ILE-IFE

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