Olayinka Taiwo Odunjo

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**Summary**

I am well suited for many positions. I bring passion and strong computer and organizational skills. I would like to enter the job market in Canada as a Security Guard.

**Education**

**Nigerian Institute of Journalism**

Post-graduate diploma

Ogba-Ikeja, Nigeria

*Graduated 1991*

**Ogun State University**

B.A. Honors

*Graduated 1990*

**Ogibomoso High School**

High School Diploma

Ogbomoso, Nigeria

*Graduated 1980*

**Employment History**

**Cyber King of Kings**

Managing Director

Ibadan, Nigeria

*October 1992 – April 2019*

* General Administration and Maintenance
* Managed a large team, requiring good organizational and time management skills
* Resolve conflict

**Omikainkain Village**

Farmer

Oyo, Nigeria

*February 2007 – April 2019*

* General Administration; documents organized, and shifts scheduled
* Operated large equipment according to standard safety protocol
* Computer hardware repair
* Resolved conflict when it arose

**Nigerian Airforce**

Lagos, Nigeria

*July 1981 – July 1992*

* Store keeping
* Command News and Public Relations
* Resolved conflict within the team and the public

**Volunteer Experience**

**Christie Ossington Neighborhood Centre**

Kitchen Assistant

Toronto, Ontario

*December 2019 – Present*

* Prepare food according to safety guidelines
* Serve food and interact with residents
* Work with the kitchen staff cooperatively and efficiently

**Hobbies & Interests**

* Sports: Soccer, Basketball
* Board games: Monopoly, Scrabble
* Politics
* Watching television

**Professional Skills**

Organizational skills

Microsoft office

Computer Hardware

Adobe Photoshop

CorelDraw

Forklift

**Languages**

English

Yoruba

**References**

Available upon request