

A self-driven and highly motivated individual, with a sense of responsibility and accountability towards work, respectful and team spirit oriented with incredible attention to detail.

## **WORK EXPERIENCE**

### **Office of Special Events, William Paterson University**

Student Assistant

Jan. 2022 – Present

- Send out event letters to alumnus and student scholarship sponsors via email
- Work with the director of Special Events to plan the WPU Legacy Gala
- Call Invitees and follow up for sponsorship commitment

### **Career Development Center, William Paterson University,**

Public Relations Intern

Aug. 2021 – Dec. 2021

- Created promotional materials for events using Canva and other graphics designing tools
- Planned, organized, and attended various events hosted by the center
- Handled social media accounts to promote events and create content (Twitter, Facebook, Instagram, Tiktok)

### **Foremost Radiology Consultant Ltd, Lagos Nigeria,**

Team Lead, Marketing

July 2013 -Aug 2015

- Worked with the Marketing Manager to organize “Continuous Medical Education” for our partnering doctors at high traffic
- Collated and prepared weekly field activity reports on behalf of the team
- Gave sales pitch on various medical services offered by the organization to clients

### **Mecure Healthcare Ltd, Lagos Nigeria,**

Snr. Marketing Executive

Dec. 2009 – June 2013

- Initiated business retainerships between our organization and HMOs to facilitate transparent and efficient communication
- Targeted and identified medical diagnostic business partnerships with hospitals and medical facilities.
- Exceeded given monthly financial targets

## **EDUCATION**

William Paterson University, Wayne New Jersey

*Bachelor of Arts, Public Relations*

August 2020- May 2022

Dean's list recipient

Fall 2020, Spring 2021

Olabisi Onabanjo University, Ago-Iwoye

*Bachelor of Arts, Mass Communication*

Jan. 2001 – June 2007

### **Proficiencies**

- **Computers:** Canva, PowerPoint, Adobe Spark, Excel, Microsoft Word, Micro Strategy, iMovie, Drone Operator
- **Other Language:** Yoruba, Twi
- **Social Media:** (Twitter, Facebook, Instagram, LinkedIn Tiktok)