



Lamidi Abideen Olayinka

Date of birth: 04/05/1983 | **Nationality:** Nigerian (Nigeria) | **Gender:** Male |
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NO13, EKERE STREET RUMUOBIAKANI, 500102, PORT-HARCOURT, Nigeria

WORK EXPERIENCE

2016 – CURRENT – Port-Harcourt, Rivers State, Nigeria

MANAGING DIRECTOR – ABIDEC GLOBAL INTERNATIONAL

- Received request for quotation from my clients.
- Analyses the request in term of product specification, quantity needed and delivery period.
- Carry out marketing activities to get affordable price without compromising the quality
- To ensure to product meet client specification.
- prepare pro-formal invoice/quotation for client's approval.
- Received purchase order from the client.
- To ensure the product deliver at the right time and meet customer specification.
- To ensure delivery note is signed. by appropriate personnel.
- Create an invoice and submitted to the finance department
- To ensure the payment is received as at when due.

2011 – 2015 – Port-Harcourt, Rivers State, Nigeria

PROCUREMENT MANAGER – GEOFINE SERVICES LIMITED

- Create and maintain relationships with vendors/suppliers.
- Estimate and establish budgets for purchases.
- Make professional decisions in a fast-paced environment.
- Review all vendors and suppliers.
- Maintain purchase records and other important data.
- Negotiate pricing and supply contracts.

2003 – 2010 – Port-Harcourt, Rivers State, Nigeria

CAB DRIVER – SELF EMPLOYED

Taxi drivers operate a licensed private passenger transportation vehicle, looking after customers, taking fares and managing vehicle servicing

EDUCATION AND TRAINING

2010 – 2012 – Along Choba Express way, Obiakpor Local Govt Area, Port Harcourt, Rivers State, Nigeria

POST GRADUATE DIPLOMA IN ACCOUNTING – University Of Port-Harcourt

<https://www.uniport.edu.ng/>

2004 – 2007 – Along Choba Express way, Obiakpor Local Govt Area, Port- Harcourt, Rivers State, Nigeria

B.SC ECONOMICS – University of Port-Harcourt

<https://www.uniport.edu.ng/>

<https://www.waecnigeria.org/>

● LANGUAGE SKILLS

Mother tongue(s): **YORUBA**

Other language(s): English

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken production	Spoken interaction	
C2	C2	C2	C2	

Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user

● DIGITAL SKILLS

Microsoft Office, Microsoft Word, Microsoft Excel, Outlook, Facebook, Google