

ARTHUR AKINKUNLE OJO

Address: 1, Alawaye Street, Ewupe, Sango Ota, Ogun State.

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PERSONAL STATEMENT

- An expert in driving business, market expansion and profitability in start-up, turnaround and growth environments, with advanced skills in strategic and tactical planning, resource allocation and management.
- Consistent peak performer with talent for building and developing teams that achieve impressive revenue gains within highly competitive global markets.

PERSONAL QUALITIES

- Excellent communication and decision making skills
- Good organizational and problem-solving skills
- Time management skill
- Focused and goal oriented
- Fast learner with strong analytical mind
- Attention to details.
- Good interpersonal and team skills
- Strong leadership ability

WORK EXPERIENCE

Employer: Harkings Travel. 11A, Lateef Jakande Road, Agidingbi, Ikeja, Lagos State.

Position: Managing Director

Period: 2017 – Date

Responsibilities

- Preparing travel documents for clients
- Booking of flight tickets.
- Assisting with Study packages and accommodation.
- Preparing clients for interview at the embassy.
- Assisting with registrations and other travel related issues.
- Training and supervising new recruits.

Employer: Genuine Visa Consult. Suite 31A, Alausa Shopping Mall, Ikeja, Lagos State.

Position: Travel Consultant

Period: 2016 – 2017

Responsibilities

- Preparing travel documents for clients
- Booking of flight tickets.
- Assisting with Study packages and accommodation.
- Preparing clients for interview at the embassy.
- Assisting with registrations and other travel related issues.
- Training and supervising new recruits.

Employer: Trittplus Suites. No 1, Ogunsola Close off Lusada, Ketu Adie-Owe, Ogun State.

Position: General Manager

Period: 2015

Responsibilities

- To oversee all the affairs of the hotel.

Employer: Anu Daramola Enterprises. 10, Jelili Owolabi Street, Idi-Ori, Ita-Oshin, Abeokuta, Ogun State.

Position: Sales Manager

Period: 2012-2014

Responsibilities

- Oversee the distribution of products.
- Monitored market condition and competitors activity.
- Consistently maintained sales volume by being current with supply, demand and changing market trends.
- Ensured customers satisfaction.

Employer: Government Technical College, Umuze, Anambra State.

Position: Subject Teacher

Period: 2011 - 2012

Responsibilities

- Teaching of Government to Senior Secondary Students.
- Carrying out Assessment and Examination on the students.
- Preparing Assessment and Examination Questions.
- Grading the students after each Assessment and Examination.
- Engaging the students in extracurricular activities.

Employer: Government Technical College, Idi-Aba, Abeokuta State.

Position: Subject Teacher

Period: 2008 - 2009

Responsibilities

- Teaching of Government to Senior Secondary Students.
- Carrying out Assessment and Examination on the students.
- Preparing Assessment and Examination Questions.
- Grading the students after each Assessment and Examination.
- Engaging the students in extracurricular activities.

ACADEMIC QUALIFICATIONS

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| • Customer Relationship Management | PPGD | 2012 |
| • Tai Solarin University of Education, Ijebu Ode, Ogun State. | | 2010 |
| B.Sc. (Ed.) Political Science | | |
| • Egba Community High School, Obafemi, Ogun State. | SSCE | 2003 |

PROFESSIONAL QUALIFICATIONS

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| • Certified Customer Service Professional (AICRM) | 2012 |
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CERTIFICATION

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| • Certificate of Service and discharge (NYSC) | 2012 |
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EXTRAL CURRICULAR ACTIVITIES

Sharing Ideas, Learning and researching, travelling.

PERSONAL DETAILS

Date of birth:	10th September 1981
Marital Status:	Married
Nationality:	Nigerian
State of origin:	Ogun State.
Language known:	English and Yoruba

REFEREES

Available on request

