**ADEOLA AMAO**

30 Elham Crescent, Dartford, Kent, DA2 6FA

Tel: 07415826810 Email: adeolaamao11@hotmail.co.uk

**EDUCATION**

**Loughborough University: Bsc Economics and Management 2018 – 2022**

First year grade: 2.1

Modules include: Data analysis (85%), Microeconomics (77%), Macroeconomics (64%), Quantitative Economics (63%) and Organisational Behaviour (67%)

**Dartford Grammar School for Girls, Kent 2011 – 2018**

A-Levels: Geography (A), Biology (B) and Business (B)

GCSE’s: 11 grades A\*-B including Mathematics (A) and English Language (A)

**EMPLOYMENT**

**Warehouse Operative, Sainsbury’s Distribution Centre, Dartford August 2019 - Present**

* Responsible for the smooth distribution of stock to over 80 Sainsbury’s stores across the UK by ensuring the correct labelling of stock and assisting with the quality control of goods which has improved my attention to detail
* Attending team meetings before each shift and suggesting innovative ways to ensure targets are met
* Assisting other team members to complete their tasks, developing my team working skills and flexibility
* Completing tasks within allocated timeframes so that the goods are ready to be delivered to the stores on time has improved my ability to perform under pressure

**Event/Wedding staff member, Rose Daniel Events, Dartford July 2016 - Present**

* Generating ideas concerning the decoration of the venues has increased my creativity
* Greeting customers and answering questions enhanced my verbal communication and interpersonal skills
* Working with clients to meet their specific needs through by asking questions and being inquisitive.
* Completing many different tasks throughout the duration of these events has improved my multitasking ability and personal management skills.

**Sales Assistant, Jones Bootmaker Ltd, Dartford** **September 2017 – April 2018**

* Collaborated with my colleagues, through communicating with them on a regular basis and supporting them in times of need, to deliver the best customer service experience possible
* Interacted with customers through greeting, serving and advising them about products in the store, improving my interpersonal skills
* Processed sales and handled payments from customer improving my numerical skills and efficiency
* Promoted special offers to customers as they entered the store and distributed leaflets, developing my negotiation and persuasion skills
* Responsible for stock replenishment and arranging new stock in a visually appealing manner, which required me to show initiative
* Responsible for dealing with difficult customers and complaints sensitively through resolving and escalating issues to senior management if needed developing decision-making skills

**Pharmacy Assistant, Chopra’s Pharmacy, Dartford** **August 2016**

* Performed administrative duties such as answering the phone and receiving prescriptions and logged them onto the system, enhancing my attention to detail
* Liaised with patients and doctors to obtain correct prescription information, developing my interpersonal skills
* Answered patients’ questions and supplied information about their medications under the supervision of the pharmacist, improving my verbal communication skills

**VOLUNTEERING**

**Member, Macmillan Volunteering Society September 2019 - Present**

* Attending meetings and generating ideas to effectively organise and plan fundraising activities, such as football tournaments and cake sales, has improved my team working skills
* Engage with supporters, through hosting events, and developing relationships with them
* Partake in regular bucket collections in the local town, encouraging people to donate has improved my interpersonal skills
* Spread awareness of the charity through making posts on social media platforms and word-of-mouth

**Volunteer, Age UK Meadowside Day Centre September 2017 – March 2018**

* Provided a friendly face and interacted with the elderly assisting them with social and physical activities using compassion and empathy, improving interpersonal skills
* Supported staff to fulfil tasks such as distributing biscuits and food developing my empathy

**POSITIONS OF RESPONSIBILITY**

**Peer Mentor, Loughborough University September 2019 - Present**

* Supporting seven mentees while they settle into university, maintaining regular contact through email and meetings, improving my leadership abilities
* Participate in various training sessions about how to be a good mentor has improved my enthusiasm for learning and personal development
* Responding to emails from my mentees about issues they may have has improved my written communication
* Discussing serious mentee concerns with the Program Director and coming up with solutions to resolve these issues, developing my discernment

**Economics Student Ambassador, Loughborough University June 2019 - Present**

* Communicate to prospective students and their parents face-to-face about Economics and university life in general, improving my confidence
* Answer a range of different questions from students and parents improving my ability to think on my feet
* Delivering presentations about Economics and Loughborough University to several hundred people has enhanced my public speaking skills

**Lighting Technician, New Wine Church International November 2016 - Present**

* Operate a range of complex lighting systems, smoke machines and software to portray different themes and emotions, improving my creativity skills
* Ensuring all lighting equipment is working correctly, improving my technical skills
* Liaising with other teams (such as the video team, projection team and the choir) within the church has improved my teamworking skills
* Attending Multimedia team meetings and taking minutes has enabled me to develop my listening and verbal communication skills

**SKILLS**

**IT Skills:** Advanced level knowledge of Microsoft Office including Word, Excel, Access, PowerPoint and Publisher. Knowledge of how to operate the E-Views software.

**Languages:** French (Conversational level).

**INTERESTS**

* **Sports** – I enjoy swimming and it has been a part of my life since the ripe age of three. I have been playing badminton since 2014 and have recently joined the badminton society at Loughborough University.
* **Travelling** – This is something that I love to do as it allows me to experience different cultures, which increases my cultural awareness. I have currently visited over seven countries such as America and plan to increase this number over the coming years.
* **Inspiring others** – I am passionate about inspiring other people to be the best that they can be. Independently running a social media page with over 1,000 followers which is dedicated to posting uplifting quotes and statements has helped me to do this.
* **Geography** – Human and physical geography are very interesting to me. They allow me to know more about the world that we live in today, developing my commercial awareness.

References are available upon request.