



AKINBO LAWRENCE OLUWAFEMI

UAE, DUBAI

+971582668031 | lawrenceoladipupo@gmail.com

Objective

I am a competent and Enthusiastic, ambitious and optimistic person who is dedicated to doing job diligently. With over 5years experience in general helper. Smart and presentable with an ability to work as part of a team or individually to deliver and maintain a high standard of customer service. Can communicate effectively in English. Now looking for a new and challenging position, where my skills and experience will contribute as an essential asset to the growth of the company and develop a rich career path.

Experience

- **CELPLAS PLC.** 2011 - 2013
DELIVERY
 - ★ Provide superior customer service and ensure their orders are taken down correctly.
 - ★ Ability to recognize products and retain a well manner record of it.
 - ★ Answering calls and direct customer to office.
 - ★ Receive and process customers payments.
 - ★ Responding promptly to customers inquiries.
 - ★ Acknowledging and resolving customers complaints.
 - ★ Ensure customers satisfaction and provide professional support.
- **APEX CONSTRUCTION AND ESTATE MANAGEMENT** 2014 - 2016
GENERAL HELPER
 - ★ Performing duties safety accordance with job.
 - ★ Able to operate a variety of hand tools and machines in the Electrical department.
 - ★ Responsible for assisting in different departments within the company.
 - ★ willingness to travel and report to work upon short notice.
 - ★ physically fit and work with safety of others and self in mind.
 - ★ Ability to work for long period independently and under pressure.
 - ★ Able to do related duties such as loading, unloading and assisting the Electrical department in handling tools and materials while at work.
 - ★ Ability to work well in a diverse and a team environment.
 - ★ Works on straight forward task using established procedure.
 - ★ Able to report to work on time each day and have good attendance record.
- **SHIP, SHOP AND SHARE (SSS)** 2017 - 2019
GENERAL HELPER/ DELIVERY
 - ★ Ensure that all components have been accepted and corresponded to the assembly work order and blueprint.
 - ★ Keep all files identify and properly organized in such a way to avoid mixing.
 - ★ Ensure package area is cleaned and organize.
 - ★ loading and unloading package that are to be deliver on or after.
 - ★ Communicate necessary information to land hands and co-workers from shift to shift.
 - ★ Ability to assist in delivery set up.

Education

- HIGH SCHOOL

Skills

- ★ Ability to follow and comprehend verbal and written instructions as well as ability to present information in both verbal and written form. ★ Ability to work in a diverse and team environment. ★ Basic knowledge of delivery tools and mechanical equipment. ★ Inter-personal skill. ★ Pro-efficiency in learning new techniques of work and pro avoiding damages. ★ Goal oriented and working under pressure

Language

- English

Personal Details

- Date of Birth : 08/10/1988
- Marital Status : SINGLE
- Nationality : NIGERIA

Hobbies

- Reading, cooking, traveling, swimming, meeting new people