

SULEIMAN FARUK, ADEKUNLE.

Architect, Graphics designer, Web developer.

5+ years' experience in customer service, sales, design with potential for more.



CONTACT INFORMATION



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No. 18 Adegbija Crescent, Tanke, Ilorin, Kwara State, Nigeria.

CAREER OBJECTIVE

To obtain a position that will enable me put my critical thinking into good use.

PROFESSIONAL EXPERIENCE

Sales Executive

Miniso Lifestyle, Ilorin, Kwara State, Nigeria.

- Engaging customers to get what best fits their needs
- Weekly and daily sales report
- Sales floor and warehouse management.
- Cashiering Duties
- Goods Replenishment

Customer Service Representative (MTN Process)

Ison Bpo, Ilorin, Kwara State, Nigeria.

- Call handling (Opening greeting to farewell).
- Manage customer's complaints, queries, and requests within shortest possible time without affecting quality delivered.
- CRM app and work tools effective usage.
- Desktop and work station management.

SRV Agent,

CNSL Contact Center Limited, Ilorin, Kwara State, Nigeria.

- Outbound Call Handling.
- Validate customer's SIM registration details.
- SRV desktop app usage.
- Eyeballing (Sorting MSISDN according to details)

SIWES Attachment,

Nigerian College of Aviation Technology, Zaria, Kaduna State.

- Assist with Computer Aided Drawings ArchiCAD
- Construction steps supervision and site management.
- Take notes of type of materials used in construction
- Meet contractors for project detailing.
- Interior designs.

EDUCATIONAL BACKGROUND

National diploma (ND), **2014**

Architectural Technology.
Federal Polytechnic Namoda,
Zamfara State, Nigeria.

SSCE (WAEC & NECO) **2010**

Ansar-ud-deen secondary school,
Kaduna, Kaduna State, Nigeria.

SKILLS



AutoCAD ★★★★★



Photoshop ★★★★★



HTML5 ★★★★★



Javascript ★★☆☆☆



CSS ★★★★★



Coreldraw ★★★★★



Revit Architecture ★★☆☆☆



Microsoft Office ★★★★★

LANGUAGES

English Language ★★★★★

Yoruba Language ★★★★★

Hausa Language ★★★★★

Pidgin English ★★★★★