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# SHITTU OLAYE MI KEHIND E

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16, OLAMILEKAN STREET  
FUNSHO OWOYEMI ESTATE  
OFF OLANIYI STREET,  
ABULE-EGBA, LAGOS.

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## OBJECTIV E

To secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the organisation.

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## EXPERIENC

INDEPENDENT MONITOR: W.H.O, LSPHCB, CHAI AFRIDA

Lagos

September 2020- Present

- To conduct In-process and End-process monitoring in Lagos StateLGA and wards (Immunization and Measles)
- To ensure all children less than 5yrs are properly vaccinated and rightlyfinger marked.
- To ensure house markings are done appropriately and recorded, and households for revisits are visited and resolved.
- To analyze data by settlements and provide feedback to ward focalperson and LGA team.
- To ensure every eligible individuals are fully vaccinated for Covid-19 vaccines.
- To identify gaps in the Immunization Plus Days process.
- Retrospective Active Case Search on (Monkey Pox)
- Proper assessment of team tools including (DIP, VVM, Tally sheets, registers e.t.c)

CASHIER /HALLGATE VENTURES

LAGOS

September 2016– May 2019

Responsibi it es

- Responsible for handling all financial records and accounts on dailybasis.
- Track and follow up all outstanding receivables.
- Discharged other duties such as cash deposit and withdrawals as wellas posting and reconciliations.

Accompl shments

- Promoted from scanner to the position of a cashier owing to the demonstration of excellent cash handling insight brought on by substituting for the job.
- Trained two cashiers.

SUBJECT TEACHER /FEDERAL GOVERNMENT COLLEGE  
SOKOTO

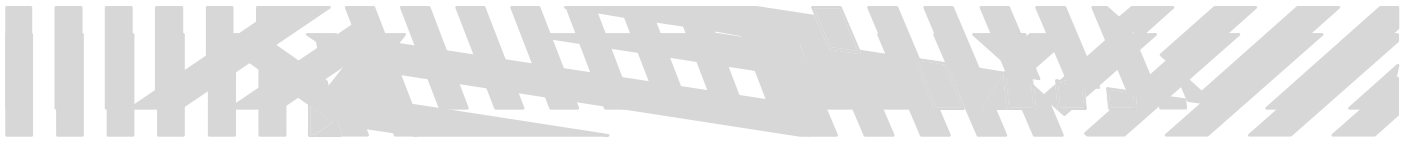
May 2015– April 2016

Responsibi it es

- Completed logs and updated student documents for institutional andpersonal recordkeeping.
- Assessed and evaluated student's abilities (Strengths and weaknesses) through periodic tests.

Accompl shment

- Student achieved excellence in all their examinations as a result of andwell-tailored teaching given to them.



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### SKILLS

- Time Management
- Math and technical skills
- Communication skills (both Writing and Verbal)
- Record Management
- Computer knowledge
- Attention to details
- Interpersonal Skills
- Willingness to travel and work over time hours

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### REFERENCE

Available on request

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### EDUCATIO

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B.ED/2014  
Educat onal Foundat on and ManagementEkiti  
State University, Ado Ekiti, Ekiti State.

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### VOLUNTEER EXPERIENCE OR LEADERSHIP

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FOOD BANK VOLUNTEER /LAGOS FOOD BANK  
INITIATIVELAGOS  
October 2020– Present

- Greeted people as they arrived at the food distribution facil ty,and ensured that they were pre-registered.
- Provided individuals with informat on on food program facil t es,and how they can avail them.
- Kept food d stribut on area clean and free of packing supplies.
- Distributed food items to individuals, ensuring that their namesare t cked off from the list
- Bagged items for individuals, and loading cars with baggeditems.

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### HOBBIES

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Reading, Surfing the net, Solving Arithmetic, Playing Football, Travelling