

FAJIMI OLANIYI

●House 8, 3rd Avenue,
Festac. Lagos, Nigeria.

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●Date of Birth : 2/3/1986
●Sex: Male

PROFILE SUMMARY

Highly experienced, technical, professional and knowledgeable with over 4years experience in sales, marketing, business development, management, social media, research and Econometric modeling. Proficient in use of Tally ERP software, CRM and other basic managerial software. Possess a proven track record in successfully achieving project objectives in a timely manner, while providing relevant documentation and reports. Have good skills in communicating effectively both verbally and in writing across colleagues at all levels of business.

PROFESSIONAL EXPERIENCE

Alubarika Food and Services Limited
Festac, Lagos. (PZ Wilmar Food Limited)
(Operation Manager)

Dec 2015 –May 2016

Responsibilities

- Efficient Trade debt management.
- Follow up and receive payment from approved customers
- Update the debt database to reflect their true positions
- Effective debt recovery strategies
- Investigate and resolve queries to non- payment of invoices.
- Daily and monthly reporting and accounts reconciliations
- Liaises with Accountant and Warehouse Manager to analyze and track stock order and Trade debts
- Processing and generating reminder letters and monthly statements.
- Analyze business profitability
- Drive sales process and generate outlet revenues.
- Co-ordinate team to enhance optimal productivity.
- Review and analyze sales, and measure KPI's
- Collate sales data, prepare monthly ROI, set monthly target & forecast sales
- Identify & harness sales development opportunities within the Sales Area.
- Conduct daily gate meeting, training, mentoring & capacity building
- Review daily sales performance
- Develop key driver markets and manages the wholesale channels, wholesalers recruitment and growth management
- Manage office asset and coordinates overall day-to-day business process and administrative functions
- Work & collaborate with our partners on product distribution, manage direct to retail sales and distribution of products
- Maintained customer relationship programs and track customer satisfaction.
- Generated sales and marketing reports to management when needed.

Pz Wilmar Food Limited
Town Planning Way,
Ilupeju, Lagos.
(Sales Supervisor)

Dec. 2014- Dec. 2015

Responsibilities

- Manage trade coverage; develop sales and distribution of products.
- Supervise sales team, manage their performance and discipline.
- Set monthly sales target and KPI to push sales performance according to sales plan.
- Train and coach sales team to ensure high performance and professionalism.
- Monitor closely and follow up on sales and distribution trend of sales team.
- Implement marketing activity and follow up on progress with sales team.
- Control and solve credit and cash collection problem following company guideline.
- Keep an open communication with marketing and counterparts in order to integrate marketing promotions to sales.
- Do regular market visit and provincial visit to keep track of customer needs and to get market information and competitor activity feedback.
- Develop and maintain close relationships with key customers for sales and distribution opportunity.
- Coordinate with Supply Chain Department about t stock availability.

(Research Associate)
Ventureroom online partners limited
(www.ventureroom.net)

June 2014-Dec 2015

Responsibilities

- Manage the One Page CRM data base of the company.
- Gather contacts data of private equity firms, angel investors, venture capitalists and identify leads for the company.
- Analyse and study investment trend in the frontier global market.
- Research about new opportunities and existing market for the company services.
- Regular update of the board of directors about the progress of the company.
- Customer support; handle the life chat facility and e-mail support of the company.
- Website management; handle blog writing, fund and investment needs posting on the website.
- Social media management for the company.
- Head a team of 5 members in data gathering and supervise the loading of data on website.

(Sales Executive)
St. Paul University.
(Awka)

August 2011- July 2012

Responsibilities

- Provide technical supports for the establishment of the enterprise.
- Regular update of committees about the progress of the enterprise.
- Management of inventory; working with other employees in tracking sales and monitoring supplies of goods.
- Evaluating supply chain efficiency; quality of inventory supplied and monitoring of the market conduct.
- Preparation of the enterprise statement of income and expenditure account.
- Preparation of the inventory control account; keeping record of sales, goods received, account payable, account receivable and disbursement of cash.
- Physical counting of stocks, accounting for each stock and preventing theft and spoilage.

(Accounting and Logistic Assistant)

Jan. 2009-Dec. 2009

**Ugur B-as Construction Limited,
Plot IV, Block II, Osborne Estate,
Ikoyi, Lagos State.**

Responsibilities

- Coordinating site workers, including the sub-contractors and ensuring that they are properly deployed and utilized.
 - Coordinating of operations and ensuring that operators are properly deployed and utilized.
 - Preparation of contractor's and supplier's bills.
 - Maintenance of impress account, ensuring that proper requisition is made, maximizing the utilization of available fund and ensuring that the expenditure does not exceed the budget.
 - Management of Company's asset and procurement of raw materials.
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VOLUNTEER EXPERIENCE AND LEADERSHIP POSITIONS HELD

- Pool Officer, Independent National Electoral Commission, 2012 Senatorial District Election, Eze Ojukwu ii, Ward IV, Inehwe, Anambra state, Nigeria.
 - NYSC Environmental CDS Financial Sec. (2011/2012)
 - NYSC Environmental CDS Marshal (2011/2012)
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EDUCATION

Master of Agric (Agricultural Economics)- Federal University of Agriculture, Abeokuta, Ogun State, Nigeria.
(UNAAB)

B.Tech Agricultural Economics – Ladoke Akintola University of Technology, Ogbomosho, Oyo-State.
(2010) (2nd Class Upper)

OTHER CERTIFICATION

Basic Leadership Certificate

HOBBIES

Travelling, Reading, Meeting People.

REFERENCES

- Olukayode Ojo
PZ Wilmar Food Ltd
(Regional Manager)
Town Planning Way,
Ilupeju, Lagos
(olukayode.ojo@pzcussons.com)