

LAWAL SOLIU OLUWADAMILOLA
Lagos, Nigeria | 09065536229 | lawalsoliu258@gmail.com
LinkedIn: <http://linkedin.com/in/soliu-lawal-709771383>

PROFESSIONAL SUMMARY

Customer-focused professional with experience in education, community engagement, sales, and administrative support. Skilled in handling inquiries, resolving issues, maintaining accurate records, and building strong client relationships. Known for clear communication, teamwork, and the ability to deliver consistent service across diverse environments.

Education

- University of Lagos — B.A. Philosophy | 2019 – 2025
- Gbagada Senior Grammar School — SSCE | 2013 – 2017

PROFESSIONAL EXPERIENCE

Alet Inspirationz (Printing Company) — Customer Service / Operations Head
Lagos, Nigeria | 2026

- Lead customer service operations, handling client inquiries, job requests, and service coordination across printing projects.
- Monitor and supervise daily operational workflow to ensure timely production, quality service delivery, and smooth coordination between staff and management.
- Serve as a key support to the Head of Operations, overseeing staff activities and maintaining efficient communication between the company and its customers.

Enumerator Committee, Bariga Database — Committee Member
Bariga LCDA | 2025

- Collected, verified, and managed resident and workforce data for community databases.
- Partnered with local government leadership under Hon. Adedeji Bukola Omope to ensure accurate human capital records and reporting.

Goodtrend Children School — Class Teacher
Lagos, Nigeria | 2022 – 2024

- Oversaw student performance records, attendance tracking, and academic monitoring in line with school objectives.
- Developed and delivered structured lesson plans that improved student engagement and learning outcomes.

Alloy Youth Initiative (NGO) — Community Representative
Lagos, Nigeria | 2018 – 2019

- Acted as liaison between youth participants and NGO management to support empowerment programs.
- Advocated for skill-building initiatives and increased community participation through outreach activities.

Bayus Venture — Sales Representative
Lagos, Nigeria | 2022

- Built and maintained client relationships while supporting sales growth initiatives.
- Handled customer engagement, inquiries, and issue resolution, contributing to improved customer satisfaction.

University of Lagos — Tour Guide Member
Orientation Programme | 2021 – 2022

- Supported onboarding and orientation of newly admitted students during university programs.
- Coordinated logistics and guided participants to ensure smooth execution of orientation activities.

Achievements

- Academic Excellence Award — Department of Philosophy, University of Lagos (2021)
- Most Supportive Male — Department of Philosophy, University of Lagos (2024)
- Finalist of the Year — Department of Philosophy, University of Lagos (2025)
- Certificate of Representation — Alloy Youth Initiative (2019)

Technical & Professional Skills

- Organizational Support & Onboarding
- Leadership & Team Collaboration
- Critical Thinking & Problem-Solving
- Communication & Interpersonal Skills
- Computer Literacy (Microsoft Office Suite, Internet Applications)
- Customer Service & Client Relationship Management
- Complaint Handling & Issue Resolution
- Communication & Active Listening
- Data Entry & Record Management
- Attention to Detail & Accuracy