FARAMOLA OKONDO PRECIOUS

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PROFESSIONAL SUMMARY

A graduate of Fisheries and Aquatic Biology at Lagos State University with practical experience in business management, customer relations, and record-keeping. Over the past few years, I have managed my own pastry business while completing my degree, an experience that's taught me how to stay organized, handle finances responsibly, and work well with people.

I enjoy work that challenges me to think, plan, and solve problems. I am particularly drawn to roles that involve organization, finance, or customer service, areas where I have already built a solid foundation and continue to grow.

WORK EXPERIENCE

Business Owner | Pastry Enterprise

Self employed — 2024 – Present

- Oversee daily business operations from production to sales and delivery.
- Keep accurate financial and expense records to guide planning and growth.
- Manage customer relationships and ensure smooth, timely service.
- Handle social media marketing, product promotion, and customer engagement.

Industrial Training Intern | LASU Fish Farm
Lagos State University — [2025]

- Supported day-to-day farm activities and assisted with customer service.
- Recorded operational and financial details to maintain transparency.
- Responded to customer inquiries and ensured prompt service delivery.
- Managed the farm's online presence, creating posts that highlighted activities and improved engagement.

EDUCATION

Bachelor of Science in Fisheries and Aquatic Biology
Lagos State University, Ojo

B.Sc Fisheries and Aquatic Biology-Second Class Honors (CGPA 4.00/5.00)

SKILLS & EXPERTISE

- Financial Management & Record-Keeping
- Business Operations & Administration
- Customer Service & Communication
- Social Media Management & Content Creation
- Microsoft Office (Word, Excel, PowerPoint)
- Time Management & Attention to Detail

TOOLS & PLATFORMS

Google Docs, WordPress, Canva, Ms. Excel

CERTIFICATIONS & ADDITIONAL PROJECTS

- Training on E-commerce and Social media Marketing for successful Agribusiness organized by the 1-youth Project in June 2023.
- Participated in world Environment Day 2023 with the Theme solution to plastic pollution.

REFERENCES

Available upon request.