

OYINDAMOLA TEIBO

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Recent university graduate seeking leverage exceptional management skills and academic knowledge to gain the entry-level position at your firm. Dedicated, competent, detail- oriented and ready to learn more and also with the capacity to go beyond what is expected and achieve company goals.

EXPERIENCE

12/2017 – 09/2018

ACCOUNTING ASSISTANT, RICHCROWN INVESTMENT COMPANY

Maintaining timely and accurate financial reporting, assisted with incoming earnings and outgoing payments, also organized files, records, cash, and cash equivalents to comply with policy and procedures.

02/2016 – 03/2017

STUDENT INTERN, AJIBONA LAND AND PROPERTY COMPANY

Assisted in daily and weekly record keeping
Facilitated customer satisfaction

EDUCATION

JULY 2017

BACHELORS DEGREE, BOWEN UNIVERSITY

Majored in Business Administration
Financial secretary of the department society
Distinguished secretary of the department sales project association
GPA: 3.50

CERTIFICATES

- *CERTIFIED ASSOCIATE IN PROJECT MANAGEMENT
- *GLOBAL LEADERSHIP SUMMIT CERTIFICATE
- *GLOBAL EMPLOYABILITY TRAINING
- *PROFICIENCY CERTIFICATE IN MANAGEMENT
- *NIGERIAN INSTITUTE OF MANAGEMENT

SKILLS

- Exceptional organizational skills and the ability to handle multiple tasks at once
- Problem-solving
- Great relationship with people
- Budgeting and Leadership
- ~~List one of your strengths~~

LANGUAGES

- ENGLISH [FLUENT]
- YORUBA [FLUENT]

HOBBIES AND INTERESTS

- COOKING
- FAMILY TIME
- LISTENING TO MUSIC
- SINGING
- TRAVELING
- MAKING NEW FRIENDS

Multiple Choice (1 point each)

- D 1) A gallon is equal to _____ ounces
a. 56
b. 145
c. 32
d. 128
- C 2) Mesclun are what type of vegetable?
a. Roots
b. Beans
c. Salad Greens
d. Spices
- A 3) What does the term braise mean?
a. Sear quickly on both sides
b. Slowly cook in covered pan with little liquid
c. Cook on high heat and quickly
d. Slowly cook in simmering water
- B 4) At what internal temperature must chicken be cooked so that it is safe to eat?
a. 155 degrees F
b. 165 degrees F
c. 175 degrees F
d. 185 degrees F
- A 5) How do you blanch vegetables?
a. Immerse for a short time in boiling water
b. Cook lightly in butter over med heat
c. Soak in cold water overnight
d. Rub with salt before cooking
- A 6) Which of the following ingredients would you pack before measuring?
a. Olive Oil
b. Salt
c. Brown Sugar
d. White Sugar
- B 7) What is Al Dente?
a. Firm but not hard
b. Soft to the touch
c. Very hard
d. Very soft
- A 8) Food should be left out no more than
a. 2 hours
b. 3 hours
c. 4 hours
d. 5 hours

Prep Cooks Test

- ☒ 17) What is a Julien cut?
- a. Food cut into long thin strips, matchstick
 - ☒ b. Food cut into long thin strips then turned and cut into a 1/8" dice
 - c. Food diced into finely chopped and uniform pieces
 - d. Cutting and peeling into oblong seven sided football like shapes
- ☒ 18) To cook a food in a pan without browning over low heat until the item softens and releases moisture.
- a. Sweat
 - b. Boil
 - c. Roast
 - ☒ d. Grill

Fill-in the Blank (1 point each)

- ✓ 19) Salt & Pepper are the basic seasoning ingredients for all savory recipes.
- ✓ 20) Kaife^{Chop}: to cut into very small pieces when uniformity of size and shape is not important.