

ADEBAYO ADEKUNLE MANSUR

@ kunlemansur@gmail.com

08138499913

11, Amuda Gobir Street, Opposite Adewole Police Station, Adewole Estate, Ilorin, Kwara State.



Objective

Multi-faceted, efficient, and adaptable graduate of Geography, with experience in teaching, creative writing, innovative graphic design, and efficient administrative coordination. I look to work in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.



Education

University of Ilorin, Ilorin, Kwara State.

2018

B.Sc, Geography and Environmental Management.

Divine International College, Osogbo, Osun State.

2007

SSCE



Experience

University of Ilorin, Ilorin, Kwara State. (NYSC)

2018 - 2019

Academic/Administrative Assistant

Collaborated successfully with cross-functional team of selected corps members and non-academic staff of the University on a Special Assignment at the University E-Library to digitize student transcripts.

Single-handedly monitored operations and kept records of weather elements at Geography Department's Weather Station.

Assisted lecturers in handling the supervision of examinations and administration of Continuous Assessment.

Continually improved methods and procedures for processes, documenting and work flow techniques at the General Office of the Department of Geography.

Office of The Surveyor-General of Osun State.

2017 - 2017

Industrial Trainee

Participated in several field operations with the Department of Cadastral, Engineering and Land Survey.

Assisted in documenting and filing clearances, Certificates of Occupancy, and approvals from state and private agencies.

Analysed departmental documents for appropriate distribution and filing.

Thoughts & Reflexes Initiative.

2016 - Till date

Tutor and Co-Convener

Coached and mentored trainee tutors on successful teaching strategies and time management.

Co-managed a team of about twelve (12) volunteering tutors, overseeing their training and professional growth.

Offered instructional and moral support for young students.

Responsible for creative and innovative graphic design for every media publicity and outreach.

DODgraphics

2013 - Till date

Founder, and Chief Operating Officer.

Responsible for creative graphic designs for prominent and growing brands.

Created corporate brands by designing cohesive looks between elements such as logos, business cards and letterheads.

Leveraged media and graphic design expertise to develop marketing and promotional materials, including flyers and adverts to generate new sales revenues and grow customer base.

Designed over a hundred (100) print materials, such as flex banners, SAV stickers, flyers, posters and handbills.

Joyful Group of Schools, Osogbo, Osun State.

2013 - 2015

Class Teacher

Successfully prepared about thirty (30) Basic four (4) and five (5) pupils for their junior school entrance examination.

Drafted lesson plans and submitted for review and feedback.

Developed pupils' computer and technology skills through demonstrations and practice. When the school lacked the facilities, I provided mine.

Collaborated with a number of teachers to develop after-school tutorial program for pupils in need of extra help.

Enforced the school's student discipline code to deal with problem situations.

Observed and evaluated pupils' performance, behaviour, and social development and physical health, and dealt with each pupil accordingly.

Awarded Overall Best Teacher in my first year.



Skills

Strong verbal communication

Creative writing, and public speaking.

English and Yoruba languages proficiency

Tutoring and interpersonal skills

● CorelDraw Graphic Suite expertise



Publication

Author

"An Assessment of The Variation in Housing Qualities and Conditions in Osogbo, Osun State." (Unpublished).

Author

"Why English is Hard to Learn", an article published in the 17th Edition of Al-Bayaan Magazine, page 40.

Author

"#GrammarCubicle from #DODscriptings", a series of online grammar and writing tips, with over fifty (50) editions.



Participation And Membership

● Administrative Coordinator, MSSN Unilorin (2017 - 2018).

● Member, Editorial Board, National Association of Geography Students (NAGS), Unilorin Branch (2018).

● Member, Editorial Board, MSSN UNILORIN (2016 - 2018).

● Assitant General Secretary, MSSN UNILORIN (2016 - 2017).

● Director of Studies, Faculty of Social Sciences Muslim Students Society (2015 - 2016).

● Lead-Writer, DODscriptings (2013 - Till date).



Reference

Professor Nasir Abdulsalam - "University of Ilorin."

Professor of Chemistry
08033950752

Dr. N.A Malik - "University of Ilorin."

Senior Lecturer, Department of Geography and Environmental Management.
08023830762