

# Oyewo Olasunkanmi Victor

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## PROFILE

- Experienced project coordinator and supervisor with 9 years of experience managing projects of varying complexities across multiple industries, including private and government organizations. Expertise in project management methodologies and the ability to manage ambiguity and changing priorities. Proven ability to develop project scope, manage planning and implementation, direct teams, manage budgets, and create project documentation.

## SKILLS & TRAININGS

- Project Management PMP, Prince2
- Microsoft Office
- SQL, Data Analysis tools (Power Bi)

## RELEVANT WORK EXPERIENCE

### Management Trainee | Enterprise Holdings Canada

Dec 2022 – Present

- Daily demonstration of strong customer focus and reliability by managing daily operations such as fleet maintenance, vehicle rental processes to the tune of \$130,000 monthly.
- Provide exceptional customer service to a diverse range of clients, managing customer inquiries and resolving complaints
- Monitoring and evaluating performance metrics to develop strategies to improve customer experience
- Leverage analytical skills to create and implement data-driven marketing plans to increase revenue and market share
- Manage branch budgets, ensure cost control measures and financial reporting are thorough and accurate.

### Senior Technical Analyst

#### The Nigeria Incentive Based Risk Sharing system for Agricultural Lending, (NIRSAL) May 2017 – November 2022

- Creation and operationalization of Trade Agro Geo Cooperative to structure small holder farmers to access financial products valued at \$25 million.
- Designed various programs and projects, as a facilitator, as an actor enabling “proof-of-concept” and as a product developer; to enable the upgrade of selected agricultural commodity value chains.
- Supported the team lead on policy advocacy to Ministry of Industry, Trade & Investment on harmonized systems to allow reduced delays in haulage, limit multiple taxations and prevent extortion for transporters towards efficient supply chain systems.
- Developed financing products designed to catalyze USD 300 million in commercial lending for both processors and aggregators of grain commodities.

**Project Coordinator (Value Addition Technologies for SmallHolder Farmers) Feb 2019 – June 2022.**

- Conferred with stakeholders to identify and document requirements. Designed, developed and implemented business solutions on-time and on-budget
- Ensured project/change initiatives met business objectives on time and on budget by increasing adoption and usage by facilitating user trainings, rollout plans, hands-on sessions and achieved the desired adoption rate for all shared services.
- Utilized my extensive experience in project management to assist in project set-up and tracking.
- Maintained accurate project documentation, including project plans, meeting minutes, and financial closeouts.
- Monitored project progress and timelines, providing status reports to support timely project delivery.
- Executed financial administration tasks, working with vendors and ensuring accurate reconciliation of purchase orders and invoices.
- Prepared various reports for project progress, cost monitoring, and risk communication to Project Managers.
- Facilitated project closeout requirements, ensuring all project documentation and invoices are accurately filed and reconciled.
- Reviewed and reconciled actual project expenses against cost estimates.

**Supply & Trading Officer, Business Development Officer**

**March 2014 – May 2017**

**AMG Petroenergy Limited**

- Bid preparations for Oil & Gas tenders with regulatory agencies
- Managed the local and global partners and facilitated monthly reviews to ensure prompt, thorough trade transactions valued at \$100million monthly.
- Business justification with financial institutions in order to secure letters of credit for each transaction
- Facilitation of Crude products export and adherence to documentary requirements (Letters of Credit, Documentary instruction)
- Relationship management with officials in regulatory agencies and liaising with finance and operations departments to execute spot and long-term contracts.

**ACADEMIC QUALIFICATIONS**

Coventry University United Kingdom

2013

**Master's degree In International Business Management**

**Major: Business Management, Environments & Competitor Analysis**

Bowen University Nigeria

2010

**Bachelor's Degree in Economics**