

# OLAYINKA OLUWASEUN DAODU

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## EDUCATION AND QUALIFICATION

|                                                                                                                                  |             |
|----------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>University of Jos, Plateau State, Nigeria</b><br><i>Master of Science in Conservation Biology</i>                             | <b>2015</b> |
| <b>University of Maiduguri, Borno State, Nigeria</b><br><i>Bachelor of Forestry and Wildlife (Top 5% of the Class)</i>           | <b>2010</b> |
| <b>Ajumoni Grammar School, Okota-Isolo, Lagos State, Nigeria</b><br><i>West African Senior School Certificate (WASSCE)</i>       | <b>2001</b> |
| <b>The Apostolic Church Grammar School, Ketu, Lagos State, Nigeria</b><br><i>West African Senior School Certificate (WASSCE)</i> | <b>2000</b> |
| <b>Ajelogo Primary School, Ketu, Lagos State, Nigeria</b><br><i>Primary School Leaving Certificate</i>                           | <b>1994</b> |

## PROFESSIONAL CERTIFICATIONS

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|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------|
| <b>Chattered Quality Institute, United Kingdom</b><br>Certificate in ISO45001:2018 Lead Auditor (Occupational Health and Safety Management Systems)<br>ISO 9001:2015 Quality Management Systems | <b>2019</b> |
| <b>World Safety Organization</b><br>Certificate in Health, Safety and Environment Levels 1, 2, 3                                                                                                | <b>2019</b> |

## PROFESSIONAL MEMBERSHIP

|                                                                                     |             |
|-------------------------------------------------------------------------------------|-------------|
| <b>Institute of Leadership and Development (ILD)</b><br>(Endorsed Coach and Mentor) | <b>2017</b> |
| <b>Institute for Service Excellence and Good Governance (ISEGG)</b><br>(Associate)  | <b>2016</b> |

## WORK EXPERIENCE

**Name of Employer:** Asher and Zebulun Global Resources Ltd, Abuja, FCT, Nigeria. **Aug. 2022 – Date**  
**Job Title:** Principal Consultant

### **Duties and Responsibilities:**

- Applying job knowledge, independent judgment and firm policies to complete job responsibilities and assignments.
- Facilitating process improvements, recommend changes, draft changes to support documentation, and implement updates.

- Developing and maintaining strong relationships with key decision-makers at client organizations
- Understanding client needs and challenges, translating them into actionable consulting solutions
- Proactively identifying new business opportunities with existing clients
- Managing client expectations and address concerns throughout the project
- Leading cross-functional teams of consultants on complex projects, ensuring project goals are met within budget and timeline
- Defining project scope, deliverables, and success criteria in collaboration with clients
- Overseeing project execution, including task allocation, quality control, and risk management
- Conducting regular project reviews and provide status updates to clients
- Providing expert advice and recommendations on industry best practices and emerging trends
- Conducting in-depth analysis of client operations to identify areas for improvement and develop strategic plans
- Facilitating strategic decision-making by presenting data-driven insights and options to clients
- Identifying potential new clients and business opportunities
- Developing compelling proposals and presentations to secure new engagements
- Participating in industry events and networking activities to build brand awareness
- Sharing knowledge and expertise through internal training programs
- Contributing to the development of intellectual property by creating thought leadership content, such as white papers, articles, and presentations
- Staying updated on industry trends and emerging technologies to maintain subject matter expertise.
- Identifying Learning & Development needs in the day to day consulting with the business and provide these insights to the clients to drive impactful learning solutions.
- Leading the development of actionable annual plans and directing the work of the organisation with sound management and development practice.
- Facilitating the convening of and participation in appropriate roundtables, conferences and multi-stakeholder platforms
- Leading human resource development and management by enforcing the organisation's HR and Finance policies and procedures by ensuring a vibrant and efficient human capital
- Any other official roles as deemed fit

**Name of Employer:** Global Analytics Consulting Limited, Abuja, Nigeria. **Jan. 2020 – Aug. 2022**

**Job Title:** MSME Project Facilitator/Business Development Service Provider

**Duties and Responsibilities:**

- Providing technical assistance to MSMEs and Agribusiness Entrepreneurs in the area of capacity building on business management and finance and linking to financial institutions for the access of finance
- Identifying businesses for credit and equity investment financing, review, revise and upgrade business plan of MSMEs
- Assisting and supporting other regional business development service providers
- Preparing periodic accomplishment reports and submitting to the Chief Executive Officer
- Coordinating the delivery of up-to-date technical services provided by consultants to ensure best project implementation practices with the SME component
- Supporting MSME with Monitoring & Evaluation components in planning and ensuring regular and accurate monitoring and evaluation of the program

**Name of Employer:** Global Analytics Consulting Limited, Abuja, Nigeria. **Jan. 2015 – Date**

**Job Title:** Senior Consultant/Project Director (Research, Learning and Business Development)

### **Duties and Responsibilities:**

- Leading business development activity (EOIs, Tenders, Bids, Proposals, Frameworks) and contributing to winning new business in one or more policy areas both locally and internationally
- Developing proposals for new projects based on client requests
- Designing, implementing and overseeing a different forms of quantitative research methods and techniques including designing and implementing data collection and data analysis including surveys and sampling
- Building and developing collaborations and relationships with potential partners, associates, other consultancies and experts, to develop business in specific policy areas
- Conducting training sessions for employees on topics such as communication, leadership skills, conflict resolution, or customer service, e.t.c
- Working with management to develop strategies for improving employee performance
- Helping employees identify their career goals and providing career counselling to help them reach those goals
- Advising senior management on corporate culture, organizational structure, and strategic planning
- Establishing a training plan based on the needs of an organization or group
- Conducting workshops or seminars on topics relevant to an organization's mission
- Creating and managing learning and development programs that meet an organization's goals
- Evaluating the effectiveness of training programs and making recommendations for improvement

**Name of Employer:** Global Analytics Consulting Limited, Abuja, FCT, Nigeria. **Nov. 2011 – Jan. 2015**

**Job Title:** Programme Manager/Business Development Executive

### **Duties and Responsibilities:**

- Prospected for new customers in both Public and Private Sectors locally and internationally
- Relationship Management with Clients
- Reviewed and Supervised of capacity building development programmes for organizations
- Periodic review of the organization's websites
- Provided strategic, unbiased and objective advisory services which assist organisations in improving productivity and overall performance
- Carried out administrative activities
- Represented the organization in various capacities both locally and internationally
- Contributed to a strong client relationship through interactions with client personnel
- Contributed to engagement planning and ensuring high quality of related products/deliverables for each engagement

## **EXTRA CURRICULAR ACTIVITIES**

Reading, Making Discoveries (Research), Singing, Politics and Football

## **SKILLS/SPECIAL ATTRIBUTES**

- Proficiency in the use and operation of Computer
- Proficiency in the use and operation of Microsoft Office Suites
- Proficiency in the use of Arc GIS and Quantum GIS (QGIS)
- Proficiency in the use of statistical software for analyses (R Statistics)
- Proficiency in the use of Global Positioning System (GPS)

- Research and Innovation
- Project Management
- Strong analytical and problem-solving skills
- Goal orientation and commitment to excellence
- Business acumen and strategic thinking
- Deep industry knowledge and expertise
- Excellent communication and human relations skills
- Flexibility and willingness to multi-task and work independently on complex administrative tasks and ability to prioritize tasks, all while under time pressure
- Ability to work with no supervision
- Easy adaptability to new environment
- Ability to work in a team to achieve common goal
- Financial Management
- Internet Research Ability
- Ability to build and maintain relationships with a wide range of people from diverse backgrounds within a complex organization
- Ability to make administrative and procedural decisions and judgments on sensitive and confidential issues

## REFEREES

### **Dr. Soladoye Iwajomo**

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