

LUKMON OLANREWAJU ADEJARE

HIGHER NATIONAL DIPLOMA (ESTATE MANAGEMENT AND VALUATION), MAPOLY

PHONE NUMBER: 07748308520 EMAIL: adelan4dem@gmail.com POST CODE: BH1 2BY

ADDRESS: Flat 3, Minton Chambers, 19 – 20 Westover Road, Bournemouth, Dorset.

OBJECTIVE: To be recognized as highly skilled and excellent individual in my line of duties and career

EDUCATIONAL QUALIFICATION

NHS CARE CERTIFICATE: Health Care Support Worker (In-view)
University Hospital, Dorset. 2024

HIGHER NATIONAL DIPLOMA: Estate Management and Valuation
Moshoodabiola Polytechnic, Abeokuta Ogun State. Nigeria 2015

NATIONAL DIPLOMA: Estate Management and Valuation
Moshoodabiola Polytechnic, Abeokuta Ogun State, Nigeria 2012

Senior Secondary School Certificate:
Silver Child, Ijoko, Ogun State, Nigeria 2008

WORK EXPERIENCE

UNIVERSITY HOSPITAL NHS DORSET
Poole Hospital, BH7 7DW

May, 2024 – till date

POSITION: Healthcare Support Worker (Band 2)

RESPONSIBILITIES

- Communicate effectively with a range of people about day to day task as required by job role
- Respond promptly to call bells, telephones and other request for help
- Promote good communication that supports the dignity, care and safety of the patients
- Assist in maintaining a safe working environment and the provision of compassionate care
- Patients come from a variety of cultural backgrounds and the HCSW must be able to communicate effectively using a range of verbal and non-verbal skills
- Keep accurate and complete records application for job role
- Listen to and respects the needs of patient and/or colleagues
- Support the routine of the ward including responding to visitor and patient needs
- Assisting patient to meeting their personal hygiene
- Meeting the patient nutritional needs including supporting patient at meal times, completion of fluid balance chart and food charts and reporting
- Safe moving and handling of patients as per assessment/care plans and in accordance with Trust

- The collection of specimens, i.e. stool, urine, spetum.
- Assist patient in meeting their continence needs, i.e. taking them to toilet, providing a commode, monitoring urine and bowel movements and report any abnormalities to the to a registered nurse
- Undertake the clearing bed areas, suction, oxygen, lockers and prepare for admission
- Ensure all infection control measure are adhered to

FARROW AND BALL

Nov., 2023 – April 2024

Uddens Trading Estate, Wimborne Road W, Wimborne. BH21 7NL

POSITOIN: Tinting Operative (Temporary)

RESPONSIBILITIES

- Working within the paint factory
- Using a computer and machine to mix and tint paint to specific orders
- Loading up machines
- Assisting with despatch

DEMOLA DAWODU & ASSOCIATES(CHARTERED SURVEYORS) 2019- Sept. 2023

168 Awolowo Road, Ikoyi, Lagos, Nigeria.

POSITOIN: Estate Surveyor

RESPONSIBILITIES

- Management of various kinds of properties ranging from commercial to residential properties.
- Preparation of commercial and residential leases.
- Valuation of properties.
- Supervision of projects from inception to completion.
- Management of contractors.
- Carrying out schedule of works.
- Sales and purchases of various kinds of properties.
- Letting of completed projects.
- Supervision of maintenance works
- Setting out

LONEX PROPERTY SERVICE LIMITED(REAL ESTATE DEVELOPER) 2017–2019

Suite 305 Opic Plaza, Beside Sharaton Hotel Ikeja, Lagos, Nigeria.

POSITION: Assistance Facility Manager / Account Officer

RESPONSIBILITIES

- Conduct daily, routine and periodic inspections to determine the performance of key services such as janitorial, security, landscaping, technician/handymen services.
- Responsible for inspection and supervision of Preventive/Corrective Maintenance plans for Building fabric and components, generators, roads & drainage system, the premises ground including parking facilities and sanitation.
- Keeps and update historic record of maintenance activities and services of all equipment such as planned and unplanned maintenance.
- Comparing costs for required goods and services to achieve maximum value through market survey
- Assure full compliance of all staff and service providers/contractors with property specification and standards as stated in the service level agreement.

- Prepare daily, weekly, monthly, and yearly reports, send to senior management and keeping them informed on all area of changes in responsibility.
- Monitor utility usage and make plans to minimize costs.
- Ensure all facility equipment are maintained adequately and provision for replacement in yearly FM budget against obsolescence period calculating annual depreciation charge.
- Ensure suppliers and Vendor are paid at when due
- Responsible for collection of annual dues and make sure all residents pay, keeps proper record of all income and expenses.
- Provide project management services as directed by the management.
- Provide for the provisioning and administrative/office services and support colleagues as needs arise.
- Management of site float and preparation of monthly financials.
- Overall responsibility for Security and Facility related issues.

SKILLS

- Excellent Communication Skills
- Ability to work with minimal supervision
- Attention to details
- Ability to analyse problems
- High attention to details.
- Computer literate
- Time Management and Team Leadership.
- Logical and analytical mind with problem solving skills.
- Ability to multitask; work under pressure and in a team.
- Good attention to details when working quickly.
- Self-motivation to work hard and do everything to my best ability.
- Compliance with all PPE required and regulation.
- Polite and co-operative with staff / customers and promoting the company.
- Assisting fitting staff with task as instructed.

PERSONAL DATA

DATE OF BIRTH:	19 th February	SEX:	Male
NATIONALITY:	Nigerian	STATE OF ORIGIN:	Ogun
PLACE OF BIRTH:	Lagos, Nigeria	LANGUAGE:	English & Yoruba

ACHIEVEMENT AND AWARDS RECEIVED

Sport Director of the Department of Estate Management and Valuation Students (EMVSA)
MAPOLY Chapter. 2014-2015

NYSC Discharge Certificate, Nov 2016

Construction Skills Certification Scheme (CSCS Labourer Card)

NHS CARE CERTIFICATE (IN-VIEW) 2024

REFERENCE:

Available on request