

ADETONA, ADEWUNMI JOHN

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PERSONAL INFORMATION

Gender: Male

Date of Birth: March 8, 1992

State of Origin: Ogun State

Marital Status: Single

CAREER OBJECTIVE

To work in a goal oriented organization, where I can add value and contribute my quota towards the growth and development of the organization. To improve my level of professionalism in administrative roles.

EDUCATION

University of Lagos, Akoka

- B.Sc. Cell Biology and Genetics (**Second class upper**) 2012 – 2016

Command Day Secondary School, Oshodi, Lagos

- Senior School Leaving Certificate 2009
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SKILL

- Excellent human relationship.
 - Great team player.
 - Ability to thrive under pressure.
 - Passionate about delivering exceptional client service.
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WORK EXPERIENCE

➤ **Gladar Property Development Company Limited**

Designation: Sales Executive

October 2018 – March 2019

Responsibilities:

- Identifying and establishing contacts with potential clients
- Responded to sales inquiries from new and existing customers
- Delivered presentation of company products
- Provide feedback of potential customers and transactions to enhance product functionality and the service delivery
- Attended meetings and relevant exhibitions

➤ **Umuechem Community Secondary School, Umuechem, Etche, Rivers State (NYSC)**

Designation: Mathematics and Integrated Science teacher

May 2017 – April 2018

➤ **Department of Cell Biology and Genetics, University of Lagos**

Designation: Research Assistant

2015 – 2016

Responsibilities:

- Carried out Gel electrophoresis.
- Cultured K562 and MCF7 cell lines.
- Maintained the tissue culture laboratory and prepared solutions.
- Carried out comet assay.
- DNA extraction.

➤ **Central Research Laboratory, College of Medicine, University of Lagos**

Designation: Laboratory intern

November 2015 – January 2016

Responsibilities:

- Carried out Quality Control test using the HPLC machine without supervision.
- Carried out DNA extraction, hematology test such as CD4 count and full blood count.
- Handled patient's data and entered test results into the clinics data base.

➤ **Surulere Local Government Area**

Designation: Office Assistant

July 2010 – August 2010

Responsibility:

- Taking inventory and preparing documents.

➤ **Ikorodu Local Government Area**

Designation: Environmental Advocate

July 2011 – August 2011

Responsibilities:

- Monitored the general aesthetic state of structures and facilities (House).
- Ensured compliance of actions taken on directives given during the monthly environmental sanitation.

➤ **Surulere Local Government Area**

Designation: Office Assistant

July 2014 – August 2014

Responsibility:

- Taking inventory and preparing documents.
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PROJECT WORK AND PUBLICATION

Randomly Amplified Polymorphic DNA, its application in characterization of 25 seized samples of *Cannabis sativa* sourced from the National Drug Law Enforcement Agency Lagos State, Nigeria (B.Sc. Final year project, Unpublished).

VOLUNTEER WORK

➤ MEMBER BOARD OF TRUSTEES NIFEMI BROWN FOUNDATION

Formerly Universities for Humanity, born out of the need to redefine charity, we are devoted to schools, communities and groups. Our goal is to encourage and engage undergraduates to actively participate in humanitarian services.

➤ RESTRUCTURE AFRICA

A social enterprise committed to improving the lives of individuals and groups across Africa.

➤ NYSC COMBATING CEREBROSPINAL MENINGITIS (NYSC CCSM)

The program is a tool to raise awareness; reaching and engaging communities both rural and urban to develop preventive measures against combating cerebrospinal meningitis especially through hygiene practices.

INTERESTS

- Researching, playing football and Reading (history books).

Credentials and referees will be available on request
