

TEMITOPE AKINTUNDE ADEYEYE

CONTACT



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3HD



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CORE QUALIFICATIONS/SKILLS

- Driving policies
- Safety compliance
- Safe driving practices
- Over-The-Road (OTR) driving
- Multi-drop deliveries
- Route planning
- Fuel-efficient driving
- Outstanding communication
- Pre-loading inspections
- Motivated team player
- HGV maintenance
- Delivery record management
- Client communication
- Road hazard identification
- Weight distribution checks
- UK road regulations
- Load security
- Process improvement
- Multi-unit operations management
- Procedure development
- Incident management
- Emotional recovery support
- Health and safety compliance
- Crisis prevention strategies

CERTIFICATIONS

- HGV CLASS 1 DRIVERS LICENSE
- CPC LGV DRIVER CERTIFICATE
- DRIVER DIGITAL TACHOGRAPH CARD
- CSCS CARD (GENERAL OPERATIVES)
- ADR CERTIFIED
- HIAB CERTIFIED
- LEVEL1 HEALTH AND SAFETY IN CONSTRUCTION

EXPERIENCE

January 2023 - Current

Healthcare Support Worker *Unique community services*, manchester, lancashire

- Ensured client safety by performing regular health checks, reporting concerns to doctors promptly.
- Attended training to stay up-to-date on emergency procedures, first aid and CPR techniques.
- Provided clients with exciting and mentally stimulating activities to improve quality of life.
- Administered medication as required in care plans and instructed by doctors.
- Displayed in-depth understanding of individual patient needs, ensuring round-the-clock tailored support.
- Conducted cooking, drink making and cleaning tasks while caring for patients.
- Maintained client confidentiality at all times in line with organisational guidelines.

March 2022 - Current

Healthcare Support Worker (BANK) *CYGNET HEALTHCARE*, BRADFORD, WEST YORKSHIRE

- Provided support in social, physical and emotional areas to assist clients with integrating into local community.
- Escorted clients to shops, appointments and special events, tailoring service to meet mobility and personal needs of individuals.
- Assisted clients in taking ownership of financial responsibility and management of personal care.
- Tracked and documented client behaviours, activity engagement, skills development and notable incidents.
- Collaborated effectively with clinical departments to complete all scheduled tasks.

June 2019 - February 2022

Operations Manager/head hgv driver *ELIOUS GAS LIMITED*, LAGOS, MAINLAND

- Trained and mentored high-performing team through regular performance reviews, individual feedback, and professional coaching
- Closely followed highway code and best driving practices when operating heavy vehicles to minimise risk.
- Kept vehicle working safely and effectively, conducting inspections, servicing and maintenance.
- ensured delivery of products as team leader in event of drivers absence
- Packed vehicle, reviewing paperwork and goods to ensure load matched customer orders.

June 2011 - September 2019

- LEVEL 3 DIPLOMA IN SUPPLY CHAIN MANAGEMENT
- MANDATORY HEALTH CARE CERTIFICATIONS
- FLOURENCE ACADEMY, LONDON, UK E-CERTIFIED
- CYGNET HEALTHCARE TRAINING CERTIFICATES
- LEVEL 3 DIPLOMA IN HEALTH AND SOCIAL CARE (CPD)
- Level 5 DIPLOMA IN HEALTH AND SOCIAL CARE (CPD)

Head of Department in Logistics/Driver *Elious enterprises* , Lagos, Mainland

- Closely followed highway code and best driving practices when operating heavy vehicles to minimise risk.
- Kept vehicle working safely and effectively, conducting inspections, servicing and maintenance.
- Ensured vehicle cleanliness by washing, polishing and buffing exterior and hoovering interior.
- Conducted basic inspections before starting long journeys, including tyre, brake and oil checks to prevent issues on route.
- Maintained excellent customer satisfaction by completing deliveries within set deadlines.
- Performed route-planning tasks for multi-drop deliveries, using GPS, maps or other navigational systems to avoid getting lost.
- Communicated with other drivers to plan routes, notify potential hazards and provide support.
- Implemented product storage and flow strategies for minimal delays in fulfilling demand.
- Recorded purchases and supply movements to maintain accurate records.
- Managed supply chain staff hiring, onboarding, training and appraisals.

March 2010 - August 2011

Care Assistant *home care (voluntary)*, lagos, surulere

- Actively listened to patients' complaints and feedback, actioning improvements to continuously elevate quality of care.
- Obtained current medical information, weight, height, and vital signs to aid care planning.
- Reduced patient anxiety by clearly and calmly explaining clinical processes and procedures.
- Assisted with general cleaning, tidying of rooms and sanitising kitchen workspaces.

July 1999 - March 2011

Sales Representative *A AND B VENTURES*, LAGOS, IKORODU

- Grew customer base by acquiring new customers and identifying needs to deliver relevant products.
- Maintained productive relationships with existing customers through exceptional follow-up after sales.
- Highlighted financial discrepancies and interfaced with customers to resolve problems and meet diverse needs.
- Negotiated and closed deals with minimal required support from sales and finance managers.

June 1999 - August 2010

Plumbing Apprentice *GARFAR Plumbing works*, Lagos, Island

- Utilised experience within commercial plumbing settings to aid accurate, efficient pipe installation.
- Utilised understanding of first fix plumbing to deliver reliable assistance across water supply installations.
- Strictly adhered to company health and safety regulations to maintain excellent operational compliance.
- Diagnosed plumbing faults through effective troubleshooting processes, enabling swift repairs.
- Demonstrated basic knowledge of domestic pipe fitting, repairs and maintenance.

EDUCATION

2024

Diploma of Higher Education level 3 diploma in supply chain management

inspire London college, London, ENG

2024

**Certificate of Higher Education Health and safety in construction
inspire London college, London, ENG**

2024

**Diploma of Higher Education Level 5 diploma in health and social
care
Inspire London college, London, ENG**

2023

**Diploma of Higher Education level 3 diploma in health and social
care
inspire London college, London, ENG**

1999

**GCSEs
RERI SECONDARY SCHOOL, LAGOS**

SUMMARY

I am a dedicated, flexible, energetic, organised and self motivated individual. I have a good interpersonal skills, communication skills, a good listener, an excellent team worker keen and willing to learn and develop new skills . I am reliable, dependable and often seek new responsibilities within a wide range of employment areas. I have an active and dynamic approach to work and getting things done by been apt in time management and punctual.