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# ALABI, TAYO SADRAK M.sc

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## PROFESSIONAL PROFILE

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I am a smart individual who is passionate and determined to fully utilize my innovative and problem-solving skills in an environment where growth is inevitable. Thus I am seeking a career opportunity where I can use my passion and skills to solve problems and help people along organizational goals and policies.

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## CORE COMPETENCIES AND SKILLS

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- Creative skills
- Knowledgeable in Microsoft Word, Auto Cad, Revit Architecture and Internet
- Leadership skills
- Good Verbal and Written Communication Skills
- Team Player
- Problem Solver and Result Oriented
- Innovative Dedicated and committed.

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## WORK EXPERIENCE

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### HC ONE CARE HOME. THE MEADOWINGS, YARM TS15 9XH (2024 TILL DATE )

- Responsible for home management
- Help with personal hygiene and care
- Assist with meals, medication and nutritional table plan
- Assist with mobility waking up, eating, grooming, transferring from bed to wheelchair
- Recording ADLs on forms and on computer
- Reporting and monitoring
- Doing sporting and social activities with clients
- Providing general care and emotional support to clients.

### SK FOOD. Industrial Estate, Nelson St, South Bank, Middlesbrough . TS6 6BJ (2003-2024

- Warehouse Operative.

## **GEO- HABITAT PLANNERS (2023)**

### **Auto Cad**

- Communicate to team and management on project development timeline and results.
- Management of the organizations Architectural designs.

## **PALMCEDAR CLEANING SERVICE (2022)**

### **Cleaner**

- Cleaning, Stocking, Vacuuming, Mopping and restroom cleaning
- Help with personal hygiene and care
- Performing and documenting routine
- Inspection and maintenance activities
- Carry out heavy cleaning tasks and special project
- Empties trash receptacles

## **AL- MUBARAK HOMES (2021)**

### **Care Support Worker**

- Responsible for home management
- Help with personal hygiene and care
- Assist with meals, medication and nutritional table plan
- Assist with mobility waking up, eating, grooming, transferring from bed to wheelchair
- Recording ADLs on forms and on computer
- Reporting and monitoring
- Doing sporting and social activities with clients
- Providing general care and emotional support to clients.

## **LEXTORAH LDS (2021)**

### **Ware house assistance**

- Responsible for Restocking Shelves
- Accepting incoming orders
- Processing and packing orders
- Counting inventory and ensuring orders are shipped in a timely manner

## **WEST AFRICA EXAMINATION COUNCIL ( 2020)**

### **Position: Adhoc Staff**

#### **Responsibility:**

- Distribution of examination materials to supervisors on duty
- Collation of materials from assigned centers
- Grading of exams scripts as per provided guided

## **FEDERAL MINISTRY OF INFORMATION (2019)**

### **Administrative Staff**

- Assisted in administrative activities such as documentation of office files and managing of mails.

## **HERITAGE GROUP OF SCHOOL (2014-2015)**

### **Class Teacher**

- Management of Students intellects
- Acquired more Knowledge in the area of Biology and English.

## **FUMDEL VENTURES (2012-2013)**

### **Sales Representative**

- . Intermediary between the organization and clients.
- . Ensured Customer's satisfaction.

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## **EDUCATION**

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### **M.SC Environmental Management**

**Teesside University. Middlesbrough United Kingdom** **2024**

### **B. tech. Urban and Regional Planning**

**Ladoke Akintola University of Tech.** **2019**

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## **MEMBERSHIP, TRAINING AND CERTIFICATION**

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**Certificate of Electoral committee. Urban and Regional Planning Dept.** **2016**

**Certificate of General Secretary. Christ Power Campus fellowship** **2017**

**Certificate of General Secretary. Winners corpers Fellowship** **2020**

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## **INTEREST AND ACTIVITIES**

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- Networking with like minds
  - Being innovative and resourceful
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