

OLUWATOBI GERALD OSIMEN

BUSINESS ANALYST

PROFILE SUMMARY

As an experienced Business Development Specialist, Logistics Executive, & Financial Analyst with over 8 years of expertise, I specialize in robust finance management, financial planning, and client management. My career is marked by a commitment to uphold quality standards through strict adherence to organizational policies and collaborative teamwork across business functions. I am dedicated to fostering a culture of development and strategic innovation. My approach consistently involves implementing fiscally responsible strategies that effectively address financial challenges, drive corporate growth, and enhance compliance integrity

CONTACT

+234 (0) 9079204184
Tobiosimen@gmail.com,
tobi_osimen@yahoo.co.uk
11 Ken Uba Close, Lekki Phase 1. Lagos,
Nigeria

SKILLS

Excellent communication skills (verbal and written)

Strong leadership

Software Skills: Microsoft Office (Word, Excel, PowerPoint), CRM, Hubspot, EViews, STATISTICA, Sage, FINACLE, NAV & REMEDY

STRENGTHS AND EXPERTISE

Business Forecasting, Planning and Development

•Wealth Management •Internal Control & Risk Assessment

•Human Resource Management

•Operations, Logistics & Supply chain management

• Financial Analysis

•Business Performance & Forecasting

•Project Management •Revenue Generation

•Reporting and Documentation

CAREER ACHIEVEMENTS

•Collaborated with teams in acquiring a monthly liability worth >175 million Naira.

•Effectively reduced loan defaulters in Nigeria by over 40% in the first 2 quarters by providing capable alternatives for repayments.

•Recognized and awarded twice by the wealth team for notable contributions to increasing clientele in the wealth sector.

•Increased client base & was part of the team at CITA that structured an acquisition deal of up to \$150M, & provided trend analysis in the aviation industry that gave staff members the tools to gain a competitive advantage.

•Provided operational analysis that in turn contributed to the approval of business opportunities valued at \$800M.

•Developed expertise and gained an in-depth understanding of analysing financial and trading results on a regional and global basis as a Personal Banker & Client Service Executive at Stanbic IBTC Bank.

WORK EXPERIENCE

Business Analyst/Business Development Manager (Remote)

September 2023 - Present

Sierne Agency Ltd (Freelance) United Kingdom

- Identify and Explore New Business Opportunities: Proactively conduct market research to identify emerging markets, new opportunities, & strategic partnerships. This has resulted in a 30% increase in new business leads in the first Quarter.
- Analyze Market Trends and Business Opportunities: This mainly includes/has included detailed analyses of market trends and business operations, providing actionable insights that support strategic decision-making and has led to a 15% improvement in operational efficiency.
- Engage and Secure new and old Clients: Implement innovative client acquisition strategies and negotiation techniques, successfully increasing client base by over >25% within the first quarter.
- Developed & maintained strong relationships with key clients and stakeholders, resulting in a high client retention rate of over >90%.
- Facilitate Process Improvement Initiatives: Work with the Company's management in identifying and recommending process enhancements that improve workflow efficiency and reduce costs by 15%, supporting overall business growth

Virtual Assistant & Data Analyst Assistant (Remote)

Syntax Technologies (Freelance/Contract) |United States

Dec 2022 - Feb 2024

- Key Achievement-** I was key in sales operations, achieving growth of 76% in 6 months. Helped in getting a new application consultant to help improve team capabilities.
- Delivering comprehensive administrative and analytical support remotely, managing data reports, sales analytics, and client communications.
- Enhance client interactions through prompt and accurate response handling, improving customer satisfaction metrics by >75%.
- Improved operational efficiencies and customer satisfaction metrics significantly through detailed data analysis and strategic customer engagement.
- Provide comprehensive administrative support to the Team lead, efficiently managing scheduling, communication, and project coordination.
- Implement data management practices that increased sales efficiency by 60%, utilizing advanced proficiency in Microsoft Office Suite, Hubspot, and other CRM software.

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+234 (0) 9079204184
Tobyosimen@gmail.com,
tobi_osimen@yahoo.co.uk
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Nigeria

EDUCATION

- **Master of Business Administration (MBA)**

Cardiff University, Wales, UK.

2011-2013

Thesis: 'Corporate Social Responsibility: A case study on Corporate Social Responsibility in Eon and its impact in the United Kingdom.

- **Bsc (Hons) Economics & Business Economics**


University of Glasgow, Scotland, UK

2008-2011

Thesis: 'Mergers and Acquisitions. Effects of M&As' on the employees: A case study on the United Kingdom's Economy.

LANGUAGES

English 

French 

Supply Chain Manager/ Finance Analyst

CITA Petroleum Limited, (Lagos & Abuja, Nigeria)

February 2021-Present

- Responsible for managing the company's supply networks, guaranteeing prompt delivery, and maintaining financial accountability.
- Create the company's supply chain strategy & Ensure supply chain processes meet legal requirements and standards.
- Monitor logistics to make sure they run smoothly. •Maintain supply chain inventory and records.
- Train and guide New & Existing employees. •Find cost-effective solutions for supply chain processes
- Develop and implement safety guidelines in all aspects of the supply chain (e.g. use of trucks, and forklifts)
- Communicate and negotiate with suppliers and vendors to land more profitable deals.

Finance Analyst

CITA Petroleum Limited, (Abuja, Nigeria)

June 2019 - February 2021

- Prepares reports on financial performance, analyze past results, performs variance analysis, and works closely with the accounting team to ensure accurate financial reporting. •Collaborate with the Research and Development team in tracking the company's financial performance against plans.
- Analyze business performance and market trends to create a forecast and assist senior management make informed and strategic decisions by providing periodic reports.
- Plan budget forecasts in line with agreed business strategy.

Personal Banker & Client Service Executive/Asset Management.

Stanbic IBTC (Standard Chartered Bank)- Abuja, Nigeria

June 2016 - May 2019

Personal Banking Sector (PBB):

- Facilitated loan capabilities Fixed Term Loan (FTL) and Revolving Term Loan (RTL) in the personal and business banking space for agent bank, escrow, bond & security trustee services as well as employee share option plans.
- Provided support in preparing the marketing strategy and all promotional material for the marketing campaigns, and missions to support our digital channel budget in all parameters.

Asset management, Funds' Investments Group:

- Functioned as a major advisor to clients on investment ideas in Stanbic Mutual Fund, bonds and Wealth management and provided ideas that stemmed from the bank's in-depth knowledge of the Nigerian financial markets.
- Provided advisory service on portfolio management service, investment management, and guidance on Mutual Funds' investments in a variety of stocks, bonds, money market instruments and other securities.

Business Development Officer

CITA Petroleum Limited. (Lagos, Nigeria)

February 2014 - April 2016

- Functioned in a team that managed Major clients – (**British Airways, Qatar Air, Aero Contractors, Bristow Helicopters, Egypt Air, Dana Air, Air Peace, and UAS**).
- Increased the company's asset portfolio, grew the liability base whilst protecting its profit margin & ensured business continuity in the Aviation fuelling industry in association with the American Petroleum Institute and Joint Inspection Group.
- Prepared and delivered daily reports to management on outstanding invoice positions and provided balances on every clients position on DPK - Dual Purpose Kerosene and Jet A1 Volume for specific periods.
- Assisted Directors, resolved contractual issues; offered direction and instruction, reviewed, scrutinized and developed operational process flows to ensure financial aspects and impacts were clear and up to date.

Public Relations Officer

Helens Angels PR Agency, Scotland, United Kingdom

June 2012-June 2014

- Manage media relations, Organize and manage public events designed to increase brand awareness and improve public perception.
- Wrote, edited, and distributed content, including publications, website content, Monthly reports, speeches, & other marketing materials that communicated the organization's activities, products, or services.