

# EMMANUEL OLUGBODI

Akoka-Yaba, Lagos, Nigeria.

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## PROFESSIONAL SUMMARY

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Final year Finance undergraduate with analytical and research capabilities. Experienced in financial operations, transaction auditing, and data handling within structured environments. Recognised for high performing academic research writing and consistent analytical output. Adept at applying financial and data driven insights to support decision making in academic and operational contexts.

## EDUCATION

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### University of Lagos

Programme: Bachelor of Science, Finance

2021 – 2026

Academic Standing: First Class

Relevant Coursework: Principles of Accounting, Principles of Finance, Business Finance, Financial Institutions and Markets, Banking Laws and Regulations, Monetary Economics, Macroeconomics, International Finance, Agricultural Finance, Strategic Management, Cryptocurrency.

## SKILLS

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Financial Analysis and Interpretation, Data Analysis and Interpretation, Research and Report Writing, Financial Reconciliation and Transaction Review, Microsoft Excel, Word, PowerPoint, Analytical Thinking and Problem Solving, Data Visualization (Basic Tableau and Excel dashboards)

## EXPERIENCE

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### Work Study, University of Lagos, Bursary Office.

27th October 2023 - 16th February 2024

Streamlined document distribution processes by coordinating internal mail flow, improving communication efficiency and record accuracy across the department. Organized and maintained financial and administrative records to support audit readiness and reduce retrieval time for key documents. Facilitated internal communication between units by ensuring timely delivery and tracking of official correspondence.

### POS Operations Auditor, Probity Signatures

Jan 2023 - Oct 2025 (School Breaks Only)

Monitored and reconciled POS transactions across 3 to 4 branches to ensure accuracy and detect financial inconsistencies. Audited daily transaction records by comparing system logs with physical cash counts, identifying and resolving discrepancies. Compiled structured audit reports to support operational transparency and accountability across POS networks. Analysed transaction patterns to identify irregularities and improve financial control processes.

## CERTIFICATION

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### ICLED Business School (in collaboration with the University of Lagos)

Focused on career readiness, soft skills, and professional development.

### Google Data Analytics Professional Certificate — Coursera (Issued by Google)

### Deloitte Australia Data Analytics Job Simulation – Forage

Applied data analysis techniques to support business decision-making

## LEADERSHIP & VOLUNTEER EXPERIENCE

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- **Education Outreach Volunteer:** Supported education awareness initiatives and mentored younger students.

- **Volunteer Writer:** Contributed written content to community-led projects and outreach materials.
- **Peer Academic Support:** Guided peers on writing structure, research organisation, and academic planning.
- **Academic Group Coordination:** Took initiative in organising group tasks and managing timelines.

## ACHIEVEMENTS & AWARDS

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- Top Ten Finalist, Nigerian Content Development and Monitoring Board (NCDMB) National Undergraduate Essay Competition 2023
- Top Ten Finalist, World Maritime Day Essay Competition (NIMASA Sponsored) 2023
- Top Three Awardee, Tosin Adesile Essay Writing Competition 3.0, University of Lagos Press Club

## LANGUAGES

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Fluent in English, French [Basic]