



BISOLA DORCAS ADEJUMO

Motivated physicist with comprehensive experience in managing radiotherapy quality assurance programs and planning safe patient treatments. A critical thinker with a background in developing and improving methodologies and procedures for superior data analysis and reporting. Hardworking and driven with superior organizational and analytical skills combined with unparalleled dedication to research excellence. Skilled in the conceptualization, design, and implementation of research projects.

Education and Qualifications

Bachelor of Science (B.Sc.) Jan 2016 - Jul 2021
University of Medical Sciences, Ondo, Ondo State., Ondo, Ondo State.

Thesis: Effective Doses and Excess Lifetime Cancer Risks from Absorbed Dose Rates Measured in Facilities of Two Tertiary Institutions in Nigeria

Master of Science (M.Sc.) Sep 2022 - Dec 2023
University of Medical Sciences, Ondo, Ondo State., Ondo, Ondo State.

Dosimetry and radiation safety: Researching methods to accurately measure and monitor radiation doses in patients and medical personnel, ensuring safe and effective radiation exposure in various medical procedures.

Work experience

Executive Assistant / Administrative Officer (NYSC) Nov 2021 - Sep 2022
Chrisland University, Abeokuta, Ogun state., Abeokuta, Ogun State.

- Screened calls and emails and initiated actions to respond or direct messages for managers.
- Organized and coordinated conferences and monthly meetings.
- Updated spreadsheets and databases to track, analyze, and report on performance and sales data.
- Used advanced software to prepare documents, reports, and presentations.
- Handled confidential and sensitive information with discretion and tact.
- Managed files and records for clients and adhered to safety procedures to prevent breaches and data misuse.
- Prepared agendas and took notes at meetings to archive proceedings.

Radiology Oncology Assistant (Intern) Sep 2019 - Dec 2019
University College Hospital, Ibadan, Oyo State., Ibadan, Oyo State.

- Scheduled appointments, registered patients, and distributed sample pharmaceuticals as prescribed.
- Collected and documented patient medical information such as blood pressure and weight.
- Completed clinical procedures and gathered patient data for interpretation by the physician.
- Assisted with routine checks and diagnostic testing by collecting and processing specimens.
- Performed medical records management, including filing, organizing, and scanning documents.
- Implemented care and efficiency improvements to support and enhance office operations.
- Taught patients about medications, procedures, and care plan instructions.

Class Teacher Jan 2016 - Nov 2022
Onward Way Group of Schools, Ibadan, Oyo State., Ibadan, Oyo State.

- Assessed submitted class assignments, determined grades, and reviewed work with struggling students to boost their success chances.
- Kept classroom environments consistent and focused on learning by establishing and enforcing clear objectives.
- Developed and distributed study guides to reinforce lecture details and help students with test preparation.
- I sat in on classes of fellow teaching professionals to learn innovative methods for dispensing information to students.
- Assessed student comprehension through regular quizzes, tests, and assignments.
- Scheduled appointments with parents to discuss student progress and classroom behavior.

Personal

Name
BISOLA DORCAS ADEJUMO

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5, Ogo-oluwa street, Iyana-agbala.
Ibadan, Oyo State.

Phone number
+2349069030895, +2349123761524

Email
abisoladorcas36@gmail.com

Date of birth
14-12-2000

Place of birth
Ibadan

Gender
Female

Nationality
Nigerian

Marital status
Single

LinkedIn
linkedin.com/in/abisola-adejumo

Interests






Reading

Physical activities (Exercising)

Creative pursuits

- Taught subject matter based on information compiled from textbooks, online sites, and other educational materials.
- Leveraged diverse learning strategies to prepare students for higher-level education requirements.
- Kept students on task with proactive behavior modification and positive reinforcement strategies.
- Graded and evaluated student assignments, papers, and course work.

Skills

Written Communication	
MS Office	
Teamwork and Collaboration	
Multitasking Abilities	
Active Listening	
Academic presentations	
Lecture implementation	
Data analysis	
Tutoring and mentoring	

References

References available on request.

Workshop Experience

- Nigerian Association of Medical Physicists (NAMP) Medical Physics Harmattan School (2023)
- Best Approach to Online Research and use of e-library (by the U.S. Mission in Nigeria) (2022)
- Nigerian Association of Medical Physicists (NAMP) Medical Physics Harmattan School (2021)