

# Alvary Adamu

## Contact Information:

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Address: Bambuda, Opposite North Garkida,  
Garkida Gombi LGA Adamawa State,  
Nigeria.



## Summary:

Results-driven and detail-focused professional with a strong foundation in Mathematics. Experience in Office Administration, Solar system installation, Proficient in Data Analytics and Visualization (Microsoft Excel) with basic knowledge in HTML, CSS, and JavaScript Programming languages. Always seeking a challenging role to explore my abilities and learn new skills.

## Education / Award:

Bachelor's Degree in Mathematics, University of Maiduguri (Unimaid), Borno State, 16<sup>th</sup> May 2024.  
Degree of Bachelor of Science Mathematics with Second Class Upper Division by the Senate of the University of Maiduguri, Borno State.

## Work Experience:

Mekgraj International Ltd.  
Data Analysis Manager  
Shop No. 13 Kasuwa Plaza Adjacent AA Rano Filling Station, Road Block Jalingo Taraba State.

January 2024 - March 2025

- Record Management and Statistics.
- Profit and Loss Trends.

## Achievements:

- Designed an algorithm that solves and visualizes total income, profit, and loss trend using Microsoft Excel and for solving the calculative section of a Solar System Project.

## Languages:

English (Proficient)  
Hausa (Proficient)  
Burah (Conversational)

## Skills:

### Technical Skills:

- Data Analytics and Visualization using Microsoft Excel
- Data Entry and Management
- Basic HTML, CSS, and JavaScript programming languages.
- Basic Financial Education.
- Solar Energy Solutions Installation and Maintenance

### Soft Skills:

- Communication Skill
- Teamwork Skill
- Leadership Skill
- Strategic and Fast Learning Skill

## Certifications:

- Certificate of Completion: Solar Energy Solutions Installation and Maintenance  
- Certificate of Completion: Basic Financial Education

## Objective:

To become a Certified Professional Data Analyst and a Professional Website Design and Developer, working with organizations that require my skills to enhance and promote Their standards.

## Referee:

Name: Blessing Daniel  
Company: Mekgraj International Ltd.  
Position: CEO Mekgraj International Ltd.  
Phone Number: 09026138222  
Email Address: mekgrajinternationaltd@gmail.com  
Office Address: Shop No. 13 Kasuwa Plaza Adjacent AA Rano Filling Station, Road Block Jalingo Taraba State.

