

BINAINU SHAIBU

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PROFESSIONAL PREFACE

Professional Preface for Economics:

A Resourceful economist with sound analytical background, immense command over computer tools, web-search engine , mobile phone web-design & sound knowledge of the dynamics in the economics of the world , with good command of English & could effectively work in team, with outstanding analytical, leadership skills, interpersonal skill and problem solving.

I am a team player that can fit into work, with the existing team, in the industry or organization & to do my best by adding values to the team & most importantly to share knowledge & gain more experience.

A resourceful economist, with in-depth knowledge “theoretical, formulation & Mathematical inferring of complex problem, notable momentum in utilizing statistical tools with a tremendous variety in experience such as:-

- Ability to analyze and interpret economic data.
- Proficiency in statistical and econometric methods for quantitative analysis.
- Critical thinking to evaluate economic theories and models.
- Conducting thorough economic research
- Gathering and synthesizing data from various sources.
- Formulating research questions and hypotheses
- Strong mathematical and statistical skills.
- Ability to work with economic models and use quantitative techniques for analysis.
- Identifying economic challenges and proposing solutions.
- Effectively communicating economic concepts to diverse audiences.
- Writing reports, research papers, and policy briefs.
- Proficiency in using statistical software (Stata, R, Python) for data analysis.
- Familiarity with economic modeling tools and software.
- Providing policy recommendations based on economic analysis.

Professional Preface for Administrative Officer:

As a dedicated and results-oriented Administrative Officer, I bring a wealth of experience in streamlining organizational processes and enhancing operational efficiency. With a proven track record in managing administrative functions, I am adept at coordinating office activities, implementing effective systems, and ensuring seamless day-to-day operations. My keen attention to detail, strong organizational skills, and ability to prioritize tasks enable me to meet deadlines and contribute to the overall success of the organization.

I possess excellent communication and interpersonal skills, allowing me to collaborate effectively with diverse teams and stakeholders. My proficiency in utilizing office software and implementing innovative solutions positions me as a valuable asset in optimizing administrative workflows. As a forward-thinking professional, I am committed to maintaining a high standard of excellence in all administrative tasks, fostering a positive work environment, and contributing to the overall success of the organization.

Professional preface for Full-Stack Software Developer:

With a passion for crafting robust and scalable software solutions, I am an experienced Full-Stack Software Developer known for delivering high-quality code and innovative applications. My expertise spans both front-end and back-end development, allowing me to create end-to-end solutions that meet the dynamic needs of modern businesses. Proficient in a variety of programming languages and frameworks, I excel in designing and implementing software architectures that drive optimal performance and user satisfaction.

My commitment to staying abreast of the latest industry trends and technologies positions me at the forefront of software development. I am adept at collaborating with cross-functional teams to understand project requirements, translating them into technical specifications, and delivering solutions that exceed expectations. Whether working on web applications, APIs, or database design, I approach each project with a problem-solving mindset and a dedication to producing clean, maintainable code.

I thrive in fast-paced environments and embrace challenges that allow me to continuously enhance my skills. As a Full-Stack Software Developer, I am poised to contribute my technical expertise, creativity, and passion for innovation to drive the success of cutting-edge projects with skills as follow:

1. Front-End Development:

- **HTML, CSS & CSS3:** Creating and styling web pages
- **JavaScript:** Programming language for dynamic content and interactivity
- **Front-End Frameworks:** Such as React.js, Angular, or Vue.js.

2. Back-End Development:

- **Server-Side Languages:** Proficiency in languages like Node.js (JavaScript), Python, Ruby, Java, or PHP.
- **Server Management:** Configuring and managing server environments
- **APIs (Application Programming Interfaces):** Building and consuming RESTful or GraphQL APIs.

3. Database Management:

- **Relational Databases:** Knowledge of databases like MySQL, PostgreSQL,

SKILLS

- Analytical Skills
- Research Skills
- Computer Skills
- Planning and Organisation
- Problem Solving
- Leadership
- Team work
- Communication
- Customer Service
- Quality Assurance
- Documentation and Reporting
- Operations Management
- Project Management
- Stakeholder Management
- Budgeting and Expense Management

EDUCATION

Msc. Management information system,

Certificate In DATABASE-MANAGEMENT The Administrative Staff College Of Nigeria Topo, BADAGRY Lagos	19 Th May 2023
Certificate In INNOVATION IN WORKFORCE PLANNING & ORGANIZATIONAL DEVELOPMENT KANNON ROYAL RESOURCES Royal Exchange Building, Ikeja Lagos	10 th June 2022
Certificate In Advanced Office Management & Effective Administration Skills Kannon Royal Resources Royal exchange building Ikeja Lagos	6 TH August 2021
Certificate In OFFICE PRODUCTIVITY TOOLS KANNON ROYAL RESOURCES Topo, BADAGRY Lagos	13 th August 2021
Certificate In WORK ETHICS & ATTITUDINAL CHANGES FOR ENHANCED ORGANIZATIONAL PRODUCTIVITY Big Team Resource Consultancy Services , UNIVERSITY OF IBADAN IBADAN OYO STATE	30 th October 2020
Certificate In DATABASE-MANAGEMENT The Administrative Staff College Of Nigeria Topo, BADAGRY Lagos	17 Th May 2019
Certificate In ETHICS & ORGANIZATIONAL PRODUCTIVITY TECHNIQUE HAMMADOS REOURCES ROYAL DREAM ROYAL DREAM HOTEL NASARAWA STATE	20 TH September 2018
Bachelor Of Science In Economics Houdegbe North American University , PORT-NOVO , Republic Of BENIN	19 Th March 2014
Certificate In DATABASE-MANAGEMENT The Administrative Staff College Of Nigeria Topo, BADAGRY Lagos	19 Th May 2023

SECONDARY LEAVING CERTIFICATE

Faith Secondary School ,

Kontagora, Niger State

1995-2001

CERTIFICATE OF PRIMARY EDUCATION

Faith Nursery & Primary School

Kontagora , Niger State Nigeria

1991- 1995

PROFESSIONAL QUALIFICATION WITH CERTIFICATE OF COMPLETION AND DATE:

Full stack website development (HTML,CSS, Javascript & PHP)

2023

Cyber-security and Computer maintenance

2023

Database Security for Cyber professional

in View

WORK EXPERIENCE

MEDICAL AND DENTAL COUNCIL OF NIGERIA

POSITION HELD: Administrative Officer-1 (A01)

June, 2018- Till Date

- Approval of Medical and Dental Full Licenses to practices for medical Doctor.
- Writing verification letter for accreditation for Medical and dental school in Nigeria
- Spearheaded internal communication initiatives to foster timely order completion & deadline management
- Developed top talent and coordinated background checks and on-boarding and exit processes
- Increased efficiency of data migration process by effectively extracting and verifying data
- Drafted informative reports regarding upcoming projects and required resources
- Administered CRM and company databases, handling troubleshooting, maintenance, updates and reports generation.

NATIONAL YOUTH SERVICE CORP(NYSC)

Community Secondary School, Nkerefi,

Nkanu-East LGA, Enugu,

POSITION: Teacher(Economics , Chemistry & Mathematics)

Nov 2014-Nov 2015

- Maximised student understanding by generating detailed lesson plans with new and relevant

material for 3 classes weekly

- Delivered dynamic and tailored lesson to stimulate engagement within classes.

ADOGAH INTEGRATED SERVICE LTD,
(ENGINEERING CONSULTANT& CONTRACTORS
POSITION: SITE MANAGER
Kontagora , Niger State Nigeria

Nov, 2015 - Nov, 2016

INEC-ADHOC STAFF COMMITTEE, ENUGU STATE
POSITION: PRESIDING OFFICER (PO)

FEB,2015 - March 2015

WEST AFRICAN UNIVERSITY(NOW IRGIB-AFRICA),
COTONOU
POSITION: ADMISSION OFFICER
Topo, BADAGRY Lagos

NOV,2011-MAR,2013

JAUIH PHARMACY LTD, KONTAGORA
NIGER STATE
POSITION: SALE MANAGER

JAN,1998- NOV 2000

IT SKILLS - Full-Stack Website Developer(HTML, CSS, JAVASCRIPT & PHP) ,MySQL, MS Word, MS Excel, MS PowerPoint MS Outlook, Adobe PDF , Microsoft Access,

EXTRACURRICULAR ACTIVITY – SPORT AND ATHLETIC

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PROJECT

Community Secondary school, Nkerefi, Nkanu East LGA ENUGU

INTERESTS – Travelling and volunteering.

REFEREES