

CONTACT

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BIO DATA

• Date of Birth: 13th July, 1988

• Sex: Male

• Marital Status: Single

• L.G.A: Obio/Akpor

• State of Origin: Rivers State

• Nationality: Nigerian

EDUCATION

2015 – 2017
PORT HARCOURT
POLYTECHNIC, PORT
HARCOURT, RIVERS STATE,
NIGERIA.

 Dipoloma in Business Management

PROFESSIONAL CERTIFICATION(S)

ALISON

Software Testing

August, 2024

FREECODECAMP

• Responsive Web Design

FORTUNE CHINWO

SOFTWARE DEVELOPER

PROFILE

I am young enthusiast with an energetic and ambitious personality who has developed a mature and responsible approach to getting work efficiently done.

A great team player, creative, flexible and adaptable, who seeks an opportunity to combine my skill and competency with that of others so that together we can pull our skills together to achieve the set organizational goals and objectives. I have enthusiasm for capacity building and can develop good interpersonal relationship for the sole aim of improvement.

WORK EXPERIENCE

APRIL, 2019 – MARCH, 2020

DEYSI MEGA SERVICES LTD, PORT HARCOURT, NIGERIA

Secretary

- Arranging appointments and maintaining diaries
- Managed databases
- Prioritizing workloads
- Preparing and collating reports
- Handling correspondence
- Implementing new procedures and administrative systems
- Logging and processing bills or expenses

APRIL, 2020 – MARCH, 2021

DEYSI MEGA SERVICES LTD, PORT HARCOURT, NIGERIA

CUSTOMER SERVICE, REPRESENTATIVE

- Expanded client base 30% over the course of six months.
- Helped an average of 4 customers per day while maintaining excellent satisfaction.
- Implemented a new seating strategy and reduced the average guest wait time by 15 minutes
- Resolved customers complaints by identifying problems and taking appropriate corrective measures increasing client's ratio significantly
- Exceeded the company sales goal within 6 months.

April, 2024

FREECODECAMP

 Legacy JavaScript Algorithms and Data Structures

February, 2024

COUSERA

 Introduction to Back End Software Development

Sept. 2017 - Feb. 2018 TELACE MULTIMEDIA, RUMUOMASI, PORT HARCOURT, RIVERS STATE, NIGERIA

• MSWord, Graphics/Design

SKILLS

- Listening
- Adaptable
- Organized
- Self Motivated and Result Oriented
- Documentation Control
- Team Building
- Technical Support
- Project Management
- Public Relations
- Teamwork
- Time Management
- Leadership
- Effective Communication
- Critical Thinking

EXPERTISE

- Data Entry
- HTML
- CSS
- JavaScript
- Algorithm
- Data Structures
- Node..JS
- REACT
- Software Testing

LANGUAGES

English (Fluent)

APRIL, 2021 – OCTOBER, 2023

ADMIN MANAGER DEYSI MEGA SERVICES LTD, PORT HARCOURT, NIGERIA

- Expanded professional network
- Enhanced customer service excellence
- Fostered team collaboration
- Improved existing administrative procedures
- Regulated department budget planning and development

REFERENCE

Mr. Amadi Emmanuel

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