

AFOLAYAN DAVID

BLOCK I FLAT 6, CANAANLAND, OGUN STATE. / +2348117756518, +2348154787942 / January 11, 1993

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OBJECTIVE

To make a significant contribution in the business and IT sector by leaving a legacy of change, creating value and building a viable professional career. As a highly focused, business oriented, self-driven and committed individual, I hope to apply my skills, knowledge and ideas in solving complex challenges for the continuous success of this visionary and industrious organization.

SKILLS

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- **Critical Thinking and Problem Solving Skills**
 - **Leadership Skills** – Effective leadership and team building
 - **Communications** – Proficient verbal, listening and written communications skills including the ability to prepare reports, policies and procedures.
 - **Computer Skills** - Computer literacy and familiarity with Microsoft applications (Word, PowerPoint, Excel, Outlook etc.) at a proficient level.
 - **Analytical and Troubleshooting Skills**- Hardware troubleshooting, Local Area Network Management
 - **Project Management** – Planning and managing resources, procedures and people to achieve specific goals.

WORK EXPERIENCE

1. Center for System and Information Services Covenant University, [January 2016- Present]

Network Engineer

- Maintained and established networking environment by designing system configuration, directing system installation and enforcing system standards.
- Performed disaster recovery operations and data backups
- Maximized network performance by monitoring performance, troubleshooting network problems and outages, scheduling upgrades
- Coordinated computer network access and use
- Monitored and ensured network optimisation by collaborating with top notch network architects in the industry
- Secured network system by establishing and enforcing policies, also defining and monitoring access.
- Reported network operational status by gathering, prioritizing information and managing projects.

2. Bells University of Technology, Ogun State [September 2014 - July 2015]

Executive Assistant to Vice-Chancellor

(Singlehandedly selected from peers as a result of exemplary character)

- Assisted administrative manager in specific projects, data entry, data analysis and helped resolved similar administrative problems in the department

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- Maintained and managed daily schedules for the coordination of the Vice-chancellor commitments
- Scheduled and coordinated meetings/appointments for the Vice-chancellor with both staff and non-staff members
- Provided a professional and friendly atmosphere to all visitors and ensured all appointments were appropriately booked
- Prepared and modified documents including correspondence, reports, drafts, memos and emails
- Reached out to about 1400 secondary school students
- Monitored feedbacks and ensuring effective communications between the institution and its partners

3. Omatek Computers, Ikeja Lagos State [March 2013 - August 2013]

Computer Engineer (Intern)

- Responsible for developing, testing and evaluating software application made for computer networks and system
- Worked in Teams in constructing and evaluating organization computer systems, design and development
- Provided maintenance and technical support where applicable

Accomplishments

- Developed trouble-shooting skills.
- Worked passionately with my fellow interns to increase production greatly.
- Selected as one of the few interns to lecture new interns, thus developed my leadership skills.
- Troubleshooting of clients' network problems

3. Royal Impact Corporation, Lagos State (September 2012 – Till date)

Marketing Manager/Chief Business Strategist

- Managed the design, development and execution of successful projects which are in line with the company's objectives which led to the increase of our sales by 45%
- Liaised and managed business relationship with prospective clients in a bid to promote the interest of the company which opened up 4 opportunities
- Managed internal communications to ensure that all relevant company function are aware of the marketing objectives
- Monitored effectiveness of marketing communications and progress of all projects initiated in the company
- In-charge of brand management and corporate identity
- Co-ordinated marketing campaigns with running sale activities

Accomplishments

- Identified new distribution channels to move products and services forward.
- Strategic planning to cater for latencies due to frequent inefficiencies in the idea development sector.
- Developed workable and master-piece ideas to ensure the company is not left behind in the current economic trend.

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- Created brand awareness through inbound marketing for the group's subsidiaries and boosted sales.

EDUCATIONAL QUALIFICATION & CERTIFICATION

- Cisco Certified Network Associate {July 2017}
- IBM Big Data Specialist {2016}
- National Youth Service Corps {2014 – 2015} **NYSC [Certificate of National Service]**
- CYNDS, Lagos Nigeria {July 2015}
- Introduction to Network Operations: UNIX/Linux, Networking and DNS-Internet Society {2018}
Certification in Linux System & Software Management Petroleum/ICT
- Covenant University, Ota, Ogun State, Nigeria {2009 – 2014}
B.Eng. [2nd Class Honors] Information & Communication Engineering
- Faith Academy, Ota, Ogun State, Nigeria {2003-2009}
West African Senior School Leaving Certificate

VOLUNTARY WORK

During National Youth Service Corps in Ogun State, Nigeria. I engaged in voluntary activities such as:

- Reaching out, mentoring and equipping secondary school students with life skills.
- Embarked on sensitization programme for secondary school students teaching them about their heritage and culture
- Held position of Chief Organizing Officer for NCCF where I performed the duties of overseeing and supervising the activities of corps members.

INTERESTS

Reading, travelling, acquiring new skills and meeting new people.

REFERENCES

Available (on request)