NITA'S WEB WORK
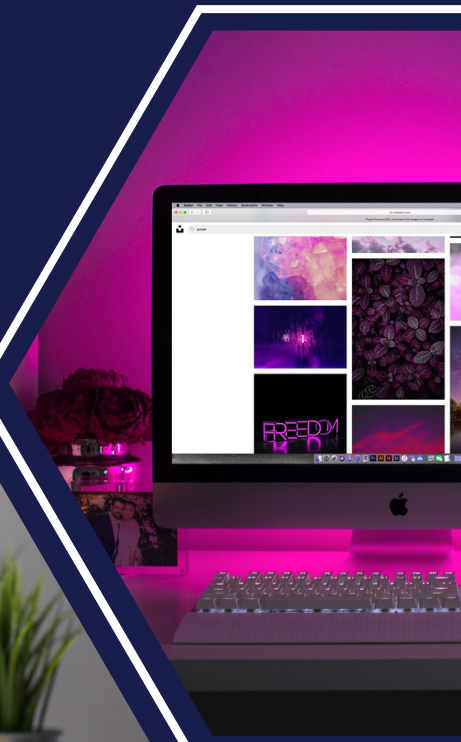
Empowering Technology, Elevating Solutions

NITA'S WEB WORK

Empowering Technology, Elevating Solutions

Our Services

01 *Web Design*

02 *Customer Relationship Management*

03 *LMS Moodle management*

04 *Cyber Security*

05 *ICT Trainings*

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Chidimma Benita Umeayo
Technology Operations Manager

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PROFILE

Technical Operations Manager with a successful background in orchestrating complex technical environments. Proficient in managing diverse areas including CRM, LMS Moodle, project oversight, cybersecurity, and website administration. Seeking an opportunity to leverage this diverse skill set in enhancing organizational performance and fostering sustained growth.

EDUCATION

B.S. English and Literary Studies
University of Nigeria Nuskka /2017–2022

High School Diploma
Federal Government College Okposi /2010–2016

WORK EXPERIENCE

GEANCO Foundation   *2022–2023*
Technical Support

- Provided frontline technical support for CRM and resolved customer queries effectively, resulting in improved customer satisfaction.
- Collaborated with cross-functional teams to implement upgrades and enhancements to LMS Moodle, enhancing usability.
- Assisted in project planning, resource allocation, and monitoring project progress to ensure timely delivery.
- Trained young girls on office productivity tools and web designs
- Developed and designed websites for a diverse range of clients, implementing custom solutions tailored to their specific needs and preferences.
- Supervision ofour maternal clinics
- Managed website operations and maintenance for a diverse portfolio of clients, ensuring seamless functionality, user experience optimization, and adherence to individual client requirements.
- Led comprehensive sales funnel strategies for diverse clientele, implementing tailored approaches to optimize lead generation, conversion rates, and customer retention
- Successfully implemented the HR database, resulting in streamlined HR processes, reduced data redundancy, and improved accessibility to vital employee information.

Always–Life Global Campus *2023*

Technical Support

- Managed website updates, including content refreshes and design enhancements.
- Collaborated with cross-functional teams to implement upgrades and enhancements to LMS Moodle, enhancing usability.

FLEP *2023*

Technical Support

- Managed website updates and Back-ups
- Collaborated with cross-functional teams to implement upgrades and enhancements to LMS Moodle, enhancing usability.

Prime Business School –PBS *2023*

Technical Support

- Managed website updates, Back-ups and debugging of the websites

Skills

- UI/UX
- ZOHO CRM
- Project Managent
- Web Design
- Grant Proposal Writing and Project Planning
- Office Productivity tools
- Web Presence
- Cyber Security

Payment Arrangement

1. Hourly Pay:
   - Offer services on an hourly payment basis, ensuring transparent billing for the time dedicated to tasks or consultations.
2. Project-Based Pay:
   - Determine payment structures based on project scopes, providing tailored pricing aligned with project complexities and deliverables.
3. Availability-Based Pay:
   - Establish payment arrangements correlating with my availability to provide services, ensuring flexibility in compensation based on committed timeframes or availability for specific tasks.