

AKINOLA ADEBAYO EMMANUEL

IT SUPPORT SPECIALIST

PERSONAL PROFILE

Date of Birth: 11th June, 1993

Sex: Male

Marital Status: Single


State of Origin: Ogun State

Nationality: Nigerian


Language Spoken: English and Yoruba

Religion: Christian


CONTACT



15, Olusesi Gbadamosi Street, off oko filling, Alagbado, Lagos



+234853852902



_akinolaa200@gmail.com

HOBBIES AND INTERESTS

- Surfing the Net.
- Reading.
- Music.
- Travelling.

REFEREES

ENGR M. TUNDE

YAH WAHAB Construction Company, Lagos

08023300707

Mr. AKANDEAKEEM

NULGE, Lagos State

08150443612

CAREER OBJECTIVE

To seek an I.T placement in your esteemed organization to build an excellent Career, further improve my I.T based skills and have a real work experience.

EDUCATION

NATIONAL DIPLOMA (COMPUTER SCIENCE)
OGUN STATE INSTITUTE OF TECHNOLOGY, IGBESA
OGUN STATE. (2012-2014)

GENERAL CERTIFICATE OF EXAMINATION (GCE)
(2011)

PRIMARY SCHOOL LIVING CERTIFICATE
NEWEDS PRIMARY SCHOOL (2004)

CERTIFICATIONS

CISCO CERTIFIED NETWORKING ACADEMY (CCNA)

TECHNICAL PROFICIENCIES

- A good command of computer hardware and its peripherals which include Desktop, Laptop.
- Excellent use of the internet.
- Excellent command of computer applications that include Command prompt and terminal, Microsoft office.

STRENGTH

- Good reasoning & imagination power.
- Strong creative & innovative ability.
- Effective communication skills.
- Ability to adapt easily to new experience.
- Great team work ability
- Hard working and a good team player.
- A good observer ready to learn.

EXPERIENCE

Computer Repair and Maintenance
2015 March to 2017 October | BINARY LITE COMPUTER Tech Computer Village, Ikeja

Duties:

- Disassembling and assembling of computer component (desktop and laptop).
- Installation of OS Ubuntu (Linux), Vista, XP, Win 7, 8, 10 of either 32 or 64 bits.
- Troubleshooting and repairs of system.
- Troubleshooting and repairs of Operating System.
- Upgrade and maintenance of system.

Office Assistance
2017 December to 2018 August | Remax Realtors Ltd

Duties:

- Organize office and assist associates in ways that optimize procedures
- Sort and distribute communications in a timely manner
- Create and update records ensuring accuracy and validity of information
- Schedule and plan meetings and appointments
- Monitor level of supplies and handle shortages
- Resolve office-related malfunctions and respond to requests or issues
- Coordinate with other departments to ensure compliance with established policies
- Maintain trusting relationships with suppliers, customers and colleagues
- Perform receptionist duties when needed