
OYEBOLA ADISA

Digital & Media Specialist | Web Developer | Video Editor | Education Tech
Enthusiast

Experience: 2 years | **Available:** Immediately | **Location:** Kwara

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ABOUT ME



Hi, I'm a multi-skilled and tech-driven professional with a passion for combining creativity and innovation to solve real-world problems. I have hands-on experience in web development (HTML, CSS, PHP), graphics design, video editing, and crypto trading. I also speak beginner-level Spanish, which reflects my commitment to continuous learning and global communication.

My professional background spans education, media, administration, and technology, allowing me to wear multiple hats and adapt quickly in dynamic environments. I currently work as a Secretary at Rehoboth Kingdom Kiddies, where I manage schedules, maintain digital records, and oversee tech operations. I also provide tech support to staff, lead digital adoption, and ensure smooth integration of tools for both teaching and communication.

Before this, I served as a Class Teacher at the same school, where I designed lesson plans, tracked pupils' progress, and provided tailored feedback to foster individual growth. During my NYSC at the Nigeria Correctional Services, I supported the training department, managed visitor records, and honed my administrative and communication skills. My media internship at Unilorin FM gave me the chance to research, write, and contribute to live broadcasts—strengthening my public speaking and content development skills.

I'm known for being adaptable, independent, and able to multitask under pressure. Whether it's designing a website, editing a video, troubleshooting tech issues, or analyzing crypto charts, I bring energy, curiosity, and a results-oriented mindset to every task.

WORK EXPERIENCE



Rehoboth Kingdom Kiddies

Executive level | Secretary

Ilorin , Nigeria

2024-08-01 | Currently working here

As a Secretary at Rehoboth Kingdom Kiddies, I manage daily administrative operations, including scheduling, record-keeping, and correspondence. I oversee the use and maintenance of office technology, support internal communication, and ensure smooth coordination among staff. I also manage digital platforms, assist with onboarding and documentation, and provide technical support to enhance productivity and efficiency across the school.

Rehoboth Kingdom Kiddies

Senior level | Class Teacher
Ilorin , Nigeria
2023-12-01 | 2024-08-01

As a class teacher, I designed and delivered engaging, curriculum-based lessons tailored to pupils' learning needs. I conducted regular assessments, maintained academic records, and provided personalized feedback to support student growth. I fostered a positive and inclusive classroom environment, integrated basic technology to enhance teaching, and maintained effective communication with parents to ensure collaborative support for each child's development.

No Experience |

EDUCATION



University of Ilorin

Degree | B.Sc. Mass Communication

During my B.Sc. studies in Mass Communication, I gained a solid foundation in the core areas of media and communication. My academic experience covered key aspects of Public Relations, where I learned how to craft strategic messages, manage brand image, and engage with target audiences effectively. I also explored Advertising, understanding both creative development and campaign planning across various platforms.

In addition, I developed practical knowledge in both Print and Broadcast Media. I was trained in news writing, editing, and content production for newspapers and magazines, as well as the technical and presentation skills required for radio and television broadcasting. This diverse academic background has shaped my ability to think critically, communicate clearly, and adapt messages for different media formats and audiences.

JOB SKILLS



- HTML & CSS
- Microsoft Word and Excel
- Crypto Trading & Technical Anal
- Online Communication Tools
- Basic IT Support & Troubleshoot
- Educational Technology Support
- Schedule and Calendar Mgt.

LANGUAGE SKILLS



English

Yoruba

Spanish

CERTIFICATES & AWARDS

