



ODII CHINENYE GIFT

SUMMARY

A highly skilled professional with expertise in artificial intelligence fundamentals, cyber security awareness, and digital literacy.

Demonstrates strong capabilities in virtualisation technologies and customer service, complemented by proven team leadership and budget management skills. Adept at data entry with a focus on accuracy and efficiency. Committed to leveraging technical skills to drive innovation and enhance organizational performance.

Reliable and analytical professional with strong foundation in problem-solving and technology integration. Possesses exceptional communication and teamwork skills, combined with solid understanding of IT concepts and practices. Eager to leverage these capabilities to drive impactful solutions and innovation in any role.

EXPERIENCE

Information technology specialist,

Awka, Anambra | Apr 2024-Current

Maintained IT inventory, ensured cost-effective resource allocation. Developed user-friendly interfaces with intuitive navigation features. Implemented cyber security measures, safeguarded company data. Collaborated cross-functionally to integrate systems seamlessly. Performed regular backups to prevent data loss. Trained staff on new technologies, enhanced productivity.

Classroom Directress,

Awka, Anambra | Apr 2023-Current

Carried out day-to-day duties accurately and efficiently. Quickly learned and applied new skills to daily tasks, improving efficiency and productivity. Successfully delivered on tasks within tight deadlines. Demonstrated respect, friendliness and willingness to help wherever needed. Completed duties to deliver on targets with accuracy and efficiency. Displayed energy and enthusiasm in fast-paced environment.

SKILLS

- Artificial intelligence fundamentals
- Cyber security awareness
- Digital literacy
- Virtualisation technologies
- Customer Service
- Team Leadership
- Data Entry
- Budget management

**ADDRESS**

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Anambra State, Nigeria



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**EMAIL**

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**LINKEDIN**

<https://www.linkedin.com/in/odii-chinenye-gift>

EDUCATION**Higher National Diploma, Science Laboratory Tech
(Biochemistry)**

Institute of Management and Technology (IMT),
Enugu, Enugu State

|Merit

|01/2018-12/2021

National Diploma, Science Laboratory Technology

Institute of Management and Technology,
Enugu, Enugu State

|Merit

|01/2015-12/2017

Diploma in Information Technology, ICT

New Planet Computers,
Lafia, Nasarawa State

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REFERENCES

[Available upon request.]