

OBINNA DANIEL NNAMDI

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SOCIAL MEDIA

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ABOUT ME

I am a practically oriented individual and determined to always make a meaningful impact in any organization by exercising my potentials in achieving corporate aims, goals and sets targets, also to work in an environment where diverse skills, diligence and integrity will be most useful and appreciated, also attaining a reliable height through hard work and dedication. Willingness to work anywhere.

OTHER PERSONAL INFORMATION

SEX	MALE
RELIGION	CHRISTIAN
MARITAL STATUS	MARRIED
NATIONALITY	NIGERIAN
STATE OF ORIGIN	IMO STATE
LOCAL GOVT. OF ORIGIN	ABOH-MBAISE
PLACE OF BIRTH	BENIN
DATE OF BIRTH	20 JULY,

WORKING EXPERIENCE

- | | DATE |
|--|------------------------|
| ❖ University of Benin Teaching Hospital, (UBTH)
Position: Personal Assistant to HOD Procurement Division
Job Description: <ul style="list-style-type: none">• Assist in All Computer and ICT related task• Assist with all other duties assigned to me by the HOD. | Dec. 2019 – Till Date |
| ❖ University of Benin Teaching Hospital, (UBTH)
Position: Health/Patient Assistant
Job Description: <ul style="list-style-type: none">• Assist With Clinical Duties.• Monitoring Patients' conditions. | March 2018 – Dec. 2019 |
| ❖ Readers Resort Initiative Of Africa
National Headquarter, Benin City, Edo State
Position: ICT/Media Manager/HOD
Job Description: <ul style="list-style-type: none">• Design, Develop and Maintain the Organization Website and Social Media Platforms.• Coordinator of All Computer Related Activities Across All Chapters Worldwide | Dec. 2016 – March 2018 |
| ❖ Sure Travels Limited a Subsidiary of Sure
Dimension Global and Integrated Resources Limited,
Benin City
Post Held: Company Manager/ Information Technologist
Job Description: | July 2016 – Nov. 2016 |

- Designed and Maintained the Organization Website and Social Media Platforms, daily operational management, Sales development, and staff management.
- Selling travel products and tour packages, Sourcing products and destinations to meet consumer demands for bespoke travel and sustainable tourism, Dealing with customer enquiries and aiming to meet their expectations, Overseeing the smooth, efficient running of the business.

Rural Health Society International

May 2015 – April 2016

Post Held: Desk Officer/Web Manager

Job Description

- Developed and Maintained the Organization Website and Social Media Platforms.
- Supervised work of Districts and chapters during the operation clean the state exercise held in Edo State and Recorded activities carried out by the Organization

EDUCATIONAL INSTITUTION/QUALIFICATION

DATE

❖ NATIONAL YOUTH SERVICE CORPS(NYSC) Egor Local Government, Edo State.	2015-2016
❖ FEDERAL POLYTECHNIC OKO, ANAMBRA STATE HND in Computer Science	2011-2013
❖ EDO STATE INSITUTE OF TECHNOLOGY AND MANAGEMENT, USEN, EDO STATE OND in Computer Science and Information Tech.	2008 - 2010
❖ LEARNING FIELD ROYAL ACADEMY, IGUOSA Senior School Certificate EXAMINATION (WAEC) TWO SITTINGS: 2008/2009	2002 – 2008

AWARDS/CERTIFICATE

- ❖ EdoJobs/Edo State Government, Certificate of Completion of Employability Training 2017
- ❖ Microsoft Certificate of Excellence (Certified Professional Web Developer 2015)

PROFESSIONAL SKILLS

- ❖ **Technical:** HTML, XML, CSS, Java, JavaScript and C++.
- ❖ **Software:** Microsoft Office packages, Multimedia Packages, Chat Management, Call Management, Content Management Systems (WordPress, Joomla!, Drupal, et al.), cPanel, Adobe Photoshop, Corel Draw, Flash, and GIMP (image editing), Payment Gateway Management, Flight Management etc.
- ❖ Ability to perform a whole lot of hardware related tasks.
- ❖ Business, Communication, Multitasking

PERSONAL SKILLS

- ❖ Good Communication Skills that is listen/talk to people in a constructive manner.
- ❖ Ability to give meaning to data and analyse information.
- ❖ Ability to offer solutions to problems
- ❖ Ability to work with other people to achieve a common goal
- ❖ Ability to take responsibility, lead/mentor others, etc.
- ❖ Flexible and Receptive to new situation, ideas and willingness to tackle tasks with enthusiasm.
- ❖ Good Interpersonal Relationship.
- ❖ Designing and Management of Blogs, Websites, and Social Media platforms

REFEREES AVAILABLE ON REQUEST