

🔀 onojagrea444@gmail.com 📞 09123250055 👂 Abuja,Nigeria

茸 April 25th 2006 🔼 Nigerian 💶 B02010605

Education

03/2025 – Present Nasarawa, Nigeria

Undergraduate

Lincoln university

"My journey into software engineering began recently, driven by a fascination with how technology shapes our world. Although I'm at the beginning of my studies, I'm already captivated by the logic and creativity inherent in coding. I'm eager to learn the fundamentals and explore the possibilities of this field.

Professional Experience

03/2023 - 03/2025

Receptionist

Abuja Nigeria

Decency medical laboratory

As a receptionist in a lab, my role involved managing the front desk, handling phone calls, and greeting visitors. I ensured smooth daily operations by organizing schedules, managing communications, and providing administrative support to the lab staff. My achievement was streamlining the lab's communication system, which improved efficiency and reduced wait times for visitors.

Skills

Graphic designs abd data entry

I do copywriting, graphic designs, video editing, web creation, data entry, account

Languages

English • • • •

Profile

"As a graphic designer and website creator with experience in data entry, account management, and group moderation, I offer a diverse skill set. I'm passionate about these areas and eager to collaborate with you, leveraging my expertise to achieve the best possible results."

Updated Skills Section

Technical Skills & Services

Web Development & Design

- Website creation: portfolios, landing pages, dashboards, e-commerce UIs
- Responsive and accessible layouts (HTML, CSS, JavaScript)
- Maintenance: site updates, backups, optimization

Graphic Design

- Logo design, stickers, thumbnails, digital illustrations
- Social media visuals and branding kits
- Video editing for social media and marketing

Account & Community Management

- Social media account management (Instagram, Twitter, TikTok, etc.)
- Group moderation for communities (WhatsApp, Telegram, Discord, etc.)
- Server creation and setup (Discord servers, community hubs)

Copywriting & Content Writing

- Vlog and blog writing (engaging, SEO-optimized content)
- Marketing copy for websites and campaigns
- Data entry and documentation