

# ALAMOH TEMILOLUWA ABRAHAM

WEB DEVELOPER/VIRTUAL ASSISTANT/CUSTOMER SUPPORT.

Address: Lagos Igando Lasu Axis, Lagos State. Tel: +234(0)9037484363, +234(0)8063712239.

Email: [alamoh.at@gmail.com](mailto:alamoh.at@gmail.com) <https://github.com/jasmine952> ; <https://www.linkedin.com/in/temiloluwa-alamoh-2762513a2>

## **CAREER SUMMARY:**

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Computer Science graduate with proven experience delivering reliable, high-quality software projects. Skilled in web development and IT support, with hands-on expertise in PHP, Python, JavaScript, Node.js, HTML, and CSS. Experienced in leading software initiatives, improving e-commerce platforms, providing remote administrative and customer support. Seeking an opportunity with a reputable organization to contribute strong technical skills, dependable service, and effective problem-solving in web development, administrative support, customer service, and IT operations.

## **CORE SKILLS**

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- Web Development: (PHP, LARAVEL CSS, HTML, NODE.JS, MySQL, PYTHON).
- Microsoft Office Suite: Word, Excel, Publisher & Power Point.
- Graphics: Figma, Canva, Photoshop.
- Customer Care: (Zendesk, Freshdesk, ServiceNow, Salesforce, HubSpot Service Hub).
- Effective Use of Internet and Social Media savvy.
- Virtual Assistant.

## **PROFESSIONAL EXPERIENCE**

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### ✓ **Senate matters and admission Office (SMAO) Programmer**

NATIONAL YOUTH SERVICE CORPS (NYSC): FEDERAL UNIVERSITY OF TECHNOLOGY  
AKURE. *Akure, Ondo State.* *Feb.2025 – Dec. 2025*

#### **Responsibilities**

- Designed, developed, and deployed a web-based inaugural lecture scheduling system using PHP, HTML, CSS, and MySQL, ensuring it met user requirements and quality standards.
- Managed daily administrative operations, including data entry, document preparation, record management, and calendar coordination for official meetings.
- Assisted with reporting and presentations, preparing correspondence and PowerPoint materials to support departmental activities.

### ✓ **Technical Officer, Graphic Designer, HR and Customer Care Representative** DEAR MOTHER NIGERIA LIMITED.

*Opposite Lifted Pharmacy, Ibrahim Taiwo Road, Kabba Kogi State.*

*Feb. 2016- Oct. 2021.*

#### **Responsibilities:**

- Built company's website with Googleblog later Rebuilt company's website with PHP.
- Processing customer's job order.
- Providing customer services as well providing technical assistance to non-technical staff.
- Ensure work is finished to standard, to deadlines and to budget.

✓ **Finance Officer**

NYSC CO-OPERATIVE.

*Asaya Camp, Kabba Kogi State.*

*Sept. 2015-Jan. 2016*

**Responsibilities**

- Managing records and receipts; reconciling and reporting daily and weekly transactions to the Cooperative Manager, and monthly to the Group Accountant
- Providing customer services to clients as well as managing records and receipts
- Processing invoices; resolving financial disputes raised by clients.

**EDUCATION**

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**Bachelor of science(B.sc) Computer Science**

Federal University Lokoja, Kogi State

**Final grade:** Second Class Honours(Upper Division)

*Oct. 2021 – Nov. 2024*

**National Diploma (ND) Computer Science**

Federal Polytechnic Nasarawa

**Final grade:** Upper Credit

*Feb. 2018 – Nov. 2019*

**Senior Secondary School Certificate (SSCE)**

Local Government Comprehensive School Kabba, Kogi State

2015

**First School Leaving Certificate (FSLC).**

St. Mary Primary School Lokoja, Kogi State.

2008

**CERTIFICATION**

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- Virtual Assistant
- Python(Fundamental)

**PROJECTS**

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**Online Inaugural Lecture.**

- Built an Online inaugural Lecture for scheduling, check and avoid duplicate schedule, and lecture title.(PHP, JAVASCRIPT, CSS, HTML)

**Student Market Place**

- Built an online student market place this includes direct interaction between seller and buyer (PHP, JAVASCRIPT, CSS, HTML)

**REFEREES**

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*Referees are available on request*