Currently Employed: Yes

Core Competencies

Programming Languages

Java

Tools & Technologies

Digital Marketing & Social Media Optimization (10+ years)

https://digitalskeleton.com.ng

Other Skills

•Website Development   Corel Graphics

Computer Troubleshooting & Repair (10+ years)

•Software Development (Visual Studio & Android Studio) using C++   OOP

.Net framework (10+   years)   Languages   English Language - Fluent

Yoruba Language - Fluent   Links   Certifications and Licenses

CITI Program: West African Bioethics Training Program

November 2014 to Present   Additional Information

This certification consists of two modules:

A. Nigerian National Code For Health Research Ethics.   (ID 40433)

B. Human Research (ID 3926)   Customer Satisfaction

Professional Experience

platform.

- Community Management**: I monitored and engaged with followers, responding to comments and

messages to build relationships.

- Analytics and Reporting**: I analyzed performance metrics and prepared reports to assess the

- effectiveness of campaigns.
- Trend Monitoring**: I stayed updated on industry trends and emerging platforms to keep content
- relevant.
- Collaboration**: I worked with marketing, PR, and design teams to ensure cohesive messaging.
- Paid Advertising**: I managed social media advertising campaigns, including budget allocation and
- performance tracking.
- Brand Management**: I ensured consistent brand voice and messaging across all social media channels.
- Crisis Management**: I addressed negative feedback and manage the brand's reputation online.
- Training and Leadership**: I mentored junior staff and provided guidance on best practices in social
- media management.
- 1. I developed series of websites for the students' educational purpose.
- 2. I maintained web portals and mobile apps designed for students' registration and administrative
- purpose.
- 3. I obtained and evaluated all relevant information to handle product and service inquiries.
- 4. I provided high-level administrative support by conducting scientific researches, prepared
- statistical reports, handled information requests, and performed clerical functions such as preparing
- correspondence, arranging conferences, and scheduling meetings.
- 5. Analysis and interpretation of data, such as demographic characteristics, history and extent of disease,
- procedures and treatment for publication in scientific journals.

Personal Secretary / Communication Officer

- I generated and wrote reports for various educational journals and magazines on behalf of my employer.
- I provided communication backstopping for events and professional activities for my employer.
- I assist with content generation for the personal website of my employer.
- I scheduled interviews and meeting between my employer and various organizations.

Education

- Master's in Physiology (Reproduction & Developmental Programming)
- University of Ibadan - Ibadan