

Oyindamola Erikitola

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PROFESSIONAL PROFILE

A self-motivated IT professional with keen interest in Web Development, with experience in developing mobile responsive web applications. I am proficient in writing languages such as CSS, HTML, JavaScript, React Js, as well as strong skills and ability in writing clean and efficient code. I have the ability to work in a team and independently to achieve to goals in an accurate and timely manner.

PROFESSIONAL EXPERIENCE

Creative Manager

KIRAHSHUB Fashion Home

2020 - Present

- Monitor and investigate staff compliance with organizational guidelines and work ethics.
- Responsible for preparing employee-related letters for promotions, employment offers, or other relevant matters.
- Assist in conducting interviews, staff onboarding, and inductions, as well as implementing initiatives aligned with organizational goals.

Job Title

Name of Organisation

Jan 2022 – Jan 2023

- Provided oversight on the team's administrative operations and maintained accurate records of all current and past employees.
- Managed the entire recruiting, including the development of job descriptions, writing and placing adverts, shortlisting, interviewing, and onboarding new hires.

EDUCATION

- **B.sc International Relations and Diplomacy**
Global Wealth University, Lome, Togo

2020 - 2023

PROFESSIONAL AFFILIATIONS

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TRAINING

- **Certification in Frontend Web Development**
Innkeeper Academy
- **Certification in Project management, Human resources MGT, Quality control and Quality Assurance.**
Joint professional Training and Support

2024

2023

SKILLS

Technical Skills: HTML, CSS, SASS, JavaScript, Bootstrap, React js .

Soft Skills: Leadership skills, Excellent communication skills (English Proficiency), Organizational and Analytical skills, Problem Resolution and decision-making skills, Time Management Skills, Coordination Skills, People Management Skills, and Attention to detail.

Digital Proficiency: Microsoft Office (Excel, Word, PowerPoint, Teams, Outlook, and Drive), zoom, google meet.