LYNDA SOWUNMI

SOFTWARE DEVELOPER

CONTACT ME AT

- lyndasowunmi@yahoo.com
- github.com/lyndasowunmi
- linkedin.com/in/lynda-s-24317b126
- 314 397 7934

COMPUTER SKILLS

- HTML & CSS
- JavaScript
- React (Learning)
- OOP
- Microsoft Office

INTERPERSONAL SKILLS

- Problem solving
- Analytical skills
- Time management
- Detail-oriented

CERTIFICATIONS

- Elementary Teaching Certificate, Missouri Dept. of Elementary & Secondary Ed. - February 2020
- Certificate in Teaching English to Speakers of Other Languages (CELTA), Cambridge University, United Kingdom - July 2017

HOBBIES

WORK EXPERIENCE

Lead Math Intervention Fellow
Blueprint School Network | Oct 2017 - present

- Observe, monitor, and assess students' performance regularly and record data to track student progress.
- Preparation of instructional activities to support students in mastering academic skills, subject matter content, and assessment.
- Assessed submitted class assignments, determined grades and reviewed work with struggling students to boost success chance.
- Diversified teaching techniques and learning tools help students with differing ability levels and varied learning modalities.

Finance Officer
American International School of Abuja, Nigeria| Aug 2011 - Jan 2017

- Preparation of invoices via QuickBooks and following up on payments
- Collection of tuition payments/all other receivables and preparation of schedule of fees
- Coding and posting of vouchers/ journal entries into QuickBooks
- Preparation of payroll, monthly tax and pension payments for staff
- Preparation of monthly finance reports and budget

Billing Accounts Manager
Strayer University, Herndon - Virginia| May 2009 - Mar 2011

- Billing of numerous private and multinational companies.
- Billing and processing payments of the various branches of the military.
- Assigning tuition costs and other expenses to facilitate billing.
- Resolving billing related issues with clients.

EDUCATIONAL HISTORY

Strayer University
Masters in Business Administration | Dec 2009

Babcock University
BSc. Economics | May 2004