

## OKON, SEIMA-ABASI AWAK

House 6, GL Bello street, Peace Court Estate, Lokogoma, Abuja, Nigeria.

**Date of Birth:** 6<sup>th</sup> November, 1993

**Gender:** Female • **Marital Status:** Single

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### Profile

An organized, focused computer scientist/analyst with perceptive interest in cybersecurity, cloud computing and system administration with basic knowledge of network administration; as well as a passion for Information Technology in general. In addition, the ability to support overall corporate specific goals by combining both technical and business solutions.

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### Education

**University of Port Harcourt, Choba, Rivers State.** **2010 - 2015**  
B.Sc. Computer Science, Second Class Honours.

**Federal Government Girls' College, Akwa-Ibom State** **2003 - 2009**  
Senior School Certificate Examination (WASSCE).

**West African Primary School, Etinan, Akwa-Ibom state.** **1998 - 2002**  
First School Leaving Certificate.

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### Work Experience

**Retail/Corporate Instructor/Web Developer**  
**New Horizons Learning Centre, Central Business District, Abuja** **Nov 2019 – To date**

- Facilitator for corporate bodies and individuals on Full stack web, Graphics and Multimedia, Advanced excel, Digital Marketing etc.
- Graphics and social media publishing.

**IT Support/Business Development Officer,**  
**Danisoft Innovative Solution Central Business District, Abuja** **Mar 2018 – Oct 2019**

- Configuration and maintenance laptops, printers, monitors and other media devices.
- Customer service and help desk support.
- Repair of hardware or software problems.
- Innovative for Product and Service marketing.
- Team Leader (Climes Team) for Smart Work, Creativity as regards to company brand building.
- Facilitator
- Installation of OS and user software.
- Responsible for Social media management for company and clients.
- System/Network troubleshooting.
- Implemented virus protection system to provide real-time protection for devices.

**Facilitator/Trainer (NYSC)** **Dec 2015 – Sept. 2016**

**CETMA Global Systems, Oye-Ekiti, Ekiti State**

Responsible for coaching students on;

- Computer fundamentals,
- Basic graphic design tools etc. CorelDraw,
- Microsoft Key Applications and
- Web design basics.

**Maths/Computer Science Teacher (NYSC)****Nov. 2015 – Nov. 2016****Holy Apostolic Secondary School, Ikole-Ekiti, Ekiti State.**

- Responsible for conducting hands-on practical for students in computer science lab.
- Administered and maintained the School's ICT labs and Laptops supplied to the school.
- Mentored and coached students that are passionate about ICT.

**IT Support Engineer (6 months Internship),****Information Systems Telecoms Department, Integrated Electrical****Jul. 2013 - Dec. 2013****Electronic Solutions (IEE) Choba, Rivers State.**

- Responsible for maintaining computer systems of various types and installing computer software and configuration.
- Facilitator for networking fundamentals.
- Investigating, diagnosing and resolve all network problems.
- Troubleshooting network problems and conflicts.
- Customer service and help desk support.
- System maintenance, troubleshooting and conflict resolution.
- Suggest improvement for corporate services and quality delivery.

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**Key Skills and Qualities**

- MTA networking fundamental skills.
- CompTIA A+ skills.
- Knowledge of System management
- Knowledge of Microsoft based Operating systems like Windows 10/8/7/XP.
- Basic Understanding of VMware and System Configuration.
- Working knowledge of major networking components & hardware components.
- Efficient in Microsoft office 2016 suite. (IC3 Digital Literacy Certification).
- Customer support skills.
- Teaching, mentoring, and knowledge sharing.
- Great team player with ability to learn fast and manage information.
- Excellent communication skills and working closely with management and clients on technology-related issues.
- Ability to explain technical issues clearly to non-technical colleagues.

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**Research**

An illustration of the use of cognitive interaction in nanorobotics an area of nanotechnology for medical development. (Final Year Project)

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**Professional Qualification**

- Internet and Core Computing Certification (IC3)  
Digital Literacy Certification (IGS4)
  - Computing Fundamentals (IGS4)
  - Key Applications (IGS4 & IGS5)
  - Living Online (IGS4)
- Microsoft Technical Associate (MTA) - Networking Fundamentals.
- Microsoft Office Specialist (Word, Excel, PowerPoint).

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**Hobbies & Interests**

- Hobbies: Reading, Travelling, Listening to good music.
- Computing: Excellent innovative skill with new technology.
- Research: Exploring new fields and ideas daily
- Team building: Able to build teams to achieve difficult tasks.

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**Referees**

Will be provided when required.

