

Nel-Kevin Junior DUBOIS
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EDUCATION

DEC in IT at Cegep du Vieux Montreal (in progress)

PROFESSIONAL EXPERIENCES

Webmaster at ASDIJ Academy

May 2020 to now

- ☐ Creation of the main website – <https://asdiij.com>
- ☐ Manage the technical and editorial administration of the website.
- ☐ Create and optimize content for the website.
- ☐ Study and evaluate the website's interactive media software.
- ☐ Collect, select and organize information in the database.

CEO of KVN

July 2015 to now

- ☐ Infographic (Conception: Flyers, Logo, Banner ...)
- ☐ Web Building – **KVN Teck**: <https://kvntechnology.com>

Operation Coordinator at SHENELKE Carbonated drinks and Hardware (Haiti)

May 2013 to July 2018

- ☐ Contact distributors.
- ☐ Customer delivery.
- ☐ Assisting the management of daily operational activities.
- ☐ Preparing and maintaining operations documents and reports.

SOFTWARES, Programming Languages & Tools

HTML5 - CSS3 – JS – PHP – jQuery – C++

Bootstrap – Joomla – cPanel – WordPress

Word – Excel – Publisher – PowerPoint

SKILLS

Great Communication Skills - Problem Solving Skills - Listening Skills - Customer Service – Leadership

Teamwork – Punctual – Creative – Humble – Reliable – Discipline

Selling Skills – Negotiation Skills - Multi-Task - Flexible

LANGUAGES

English : 5/5

French : 5/5