

# SAMUEL OLATUNJI

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To be part of a reputable organization with a passion for excellence where I can discharge my duties with almost diligence and dedication.

## EXPERIENCE

MARCH 2018 – TILL DATE

**UNDERWRITING LIFE, WAPIC INSURANCE PLC**

- Examining insurance proposals
- Collecting background information and assessments of risk
- Analyzing statistical data using specialist computer programmes
- Writing quotes and negotiating the terms with brokers and clients
- Determining premiums
- Liaising with insurance brokers and customers.
- Negotiation and interpersonal skills.
- Prepare and deliver policy deliverables (i.e. policy documents, endorsements, and Certificates
- Generation of Reports for Regular review and reconciliation ensuring completeness and accuracy

2016 – 2017

**IT PERSONNEL, BANK OF AGRICULTURE LIMITED, MINNA BRANCH (NYSC)**

- In charge of both incoming and outgoing mails
- Handling of Queries and Data Analysis.
- Maintaining customer's records by updating account information
- Resolving products and services problems by clarifying customer's complaints

2011 – 2013

**INSTRUCTOR, CITADEL COMPUTER TECHNOLOGIES**

- Teaching the trainee computer applications software.
- Service and Repairs of Computer Systems
- Maintain and Updating computer Application Software

2010 – 2011

**IT PERSONNEL, THE POLYTECHNIC IBADAN, SAKI CAMPUS**

- In charge of both incoming and outgoing mails
- Handling of Queries and Data Analysis.
- Maintaining customer's records by updating account information
- Resolving products and services problems by clarifying customer's complaints

## EDUCATION

2017

**HIGHER NATIONAL DILOPMA**, ABDU GUSAU POLYTECHNIC, TALATA/ MAFARA  
Upper Credit

2013

**NATIONAL DILOPMA**, ABDU GUSAU POLYTECHNIC, TALATA/ MAFARA  
Distinction

2013

**SENIOR SECONDARY SCHOOL CERT**, ISEYIN DISTRICT GRAMMAR SCHOOL, ISEYIN,  
OYO STATE  
Distinction

## CERTIFICATES

2017

NATIONAL YOUTH SERVICE CORPS CERTIFICATE

2017

CERTIFICATE IN PROJECT MANAGEMENT

2015

HIGHER NATIONAL DIPLOMA (COMPUTER SCIENCE)

2013

NATIONAL DIPLOMA (COMPUTER SCIENCE)

2006

DIPLOMA IN COMPUTER ENGINEERING

2005

CERTIFICATE OF PROFICIENCY IN COMPUTER

2004

SENIOR SECONDARY SCHOOL CERTIFICATE

## SKILLS

- Competent with Microsoft office applications, Word, Excel and PowerPoint
- Very passionate in learning more about the ICT
- Computer Repair and Services
- Ability to utilize Social network applications such as Facebook

### Software / Projects

- RGB Color game (Modification of Colt Steele Teaching)
- Pixel Art

## **Github / Project Link**

<https://olasam4liv.github.io/Pixel-Art-Maker-Alc/>

<https://olasam4liv.github.io/questioner>

## **Stacks**

- HTML5
- CSS
- JavaScript
- Node Js
- Express

## **ACTIVITIES**

I was the Laboratory Welfare I, for National Association of Computer Science Students for 2014/2015 Academic Session.

### **Where I perform the following duties:**

- Monitor the school Laboratory,
- Making sure the needful softwares are installed on the system for use.
- Repair and maintenance of the computer system in the lab
- Organize workshop/training
- Making sure the lab is always available for use.

## **HOBBIES**

Surfing the Internet, Traveling, Making Friends

## **PERSONAL PROFILE**

- Loyalty and integrity
- Passion for updating ideas
- Ability to work effectively as a n individual and in a team
- Self-motivated and target oriented.
- Ability to work with little or no supervision.
- Willing to learn

## **REFEREES**

Referees are available on request.